

PDF Planning Committee Meeting Minutes

Date: Saturday, February 4, 2017 at 12 PM

Purpose of meeting: Continue planning for Spring Burn

Agenda summary: Coordinator updates; review and vote on last month's proposals and review old business; hear new business and proposals; vote on last month's budget submission; review new budget proposals; and planning cycle reminders

Call-in information: 1-712-432-3100, code is 833217

Meeting called to order at 12:08 p.m.

Roll Call:

Owsla (PC coord)
Jamilah (PC coord in-training)
Beauty
Gabe Brutal (Parking asst coord)
Diana Smiles (Volunteer coord)
Jen Dublin (Sanctuary coord)
Batnips (BOD)
Fritz (Exodus co-coord)
Jim (Purchasing coord)
Karnak (DPW co-coord)
Smartie Martie (Gate coord)
Katherine (Theme Camp co-coord)
Godshot
Miles (Theme Camp co-coord)
Rev Dave (Burning Arts co-coord)
Yeti (DPW coord)
Scott (Stage coord)
Alfred (Greeters coord)

First Order of Business – Coordinator updates

1) Perimeter – Big thank you to Thudd for all of his work! He is stepping down as Perimeter coordinator and Hudson is stepping up. Welcome Hudson!

2) Planning Committee – Please welcome Jamilah as our new PC coord-in-training! She will be working with Owsla to learn the ropes and take over in the coming months as we transition through this next burn.

3) Others?

Second Order of Business – Proposal votes and old business discussions

1) Proposal vote – Closing the Gates Earlier, submitted by Smartie Martie

For future PDF's I am suggesting to officially close the Gates at Midnight on Thursday and Friday evenings. Also to officially closed the Gates Saturday night and Sunday night at 6:00 PM. We seem to always be scrambling for last minute volunteers for these times. I would like the BOD to speak with the Vets about increasing the total number of extra hours, which is 16 hours per burn at 16.00 per hour, total expense for PDF 256.00. Its not going to break the PDF bank

We would need confirmation from The Vets if they are willing to take on the extra hours.

We would need to notify the Web Team for adjustments to the volunteer schedule to reflect any changes for the new Gate hours.

Communication to the community of the following methods about the changes of the New Gate Hours: web site announcement, notices during ticket sales, posts on FB, notices on the BPE, emails sent out to volunteers by department coordinators, new hours on the ticket.

*Note – This is contingent on whether the Vets are willing to pick up the extra hours. Today we will vote on the proposal for approval, pending agreement from Vets.

Smartie Martie - I sent information to Patty and she said she was going to call the vets this weekend and give us an update afterward about their willingness to pick up the extra hours.

Fritz - I am particularly concerned about closing the gates Sunday night at 6 o'clock. Will cars be allowed to leave?

Smartie Martie - People will be allowed to leave but no new admissions or checking people in. The gates are closed down during the actual burn.

Karnak - Can we split the vote? Thursday and Friday, I don't think this is necessary. Saturday and Sunday, I do. Or do I have to dissent to the whole thing.

Smartie Martie - I object to splitting the vote. The closing times for Thursday

and Friday are currently 2 a.m. Back gate ends up being there until 2:30-3 o'clock and a lot of coordinators are back there because of lack of staffing, then they have to get up in the morning to set up.

Yeti - I'd like to vote for the whole thing as it is. Either vote it down or not.

Godshot - I second to split the question in two. Thursday and Friday as one vote; Saturday and Sunday as another vote.

(Unknown) - I second that.

Owsla - (muting ongoing discussion from others) We're going to move ahead with the vote as is because that is what was proposed. There is not consensus to split it. If it passes, great. If it doesn't pass, we will adjust it.

Vote on changing gate closure times:

Gabe - y

Jamilah - y

Jen D - y

DiSmiles - y

Batnips - y

Fritz - n

Katherine - y

Karnak - n

Godshot - n

Smartie Martie - y

Beauty - y

Miles - abs

Rev Dave - abs

Yeti - y

Scott - y

Jim - abs

Owsla - abs

[Alfred - called in late and was not present for this vote]

Owsla - 10 yes; 3 no; 4 abstain. The proposal is going to pass.

2) Handling radios between burns – submitted by Rev. Dave (Nov. 2016)

Talk of moving discussion to PONY but no posting or activity. Any follow up to last meeting's discussion? Input from the BOD?

Fritz - Did the board submit a place to turn in the radios? Fritz is hereby proposing the board create a radio coordinator position.

Batnips - There is actually a position we're looking to fill, a logistics and inventory coordinator position. It will effectively be what Fritz is proposing.

3) Discussion item - Bring Public Transit to PDF (submitted by Ms. Fidget) **and** Back Gate Greeter cart proposal, submitted by Alfred*

**Two overlapping proposals*

Waiting to hear back from Jim about maximum hauling capacity. Also suggestions of maybe a tractor, or Gators. Any update from Jim (or anyone)?

Jim - I apologize, I have relocated to Michigan since the last call so I've been a little behind. I have made some calls but haven't heard back. I make a commitment that within the next 10 days I will have options available to discuss at the next meeting.

4) Proposal – (More) Reserve tickets for volunteers, submitted by Smartie Martie

Increasing the ticket cap with volunteer reserved tickets for (ALL) general volunteers, because every volunteer is important to running the event.

From last meeting: Need BOD input as to whether we would increase the ticket cap or if these tickets would come from the general pool. Need details on how many tickets this would entail. Maximum amount of reserve tickets currently is 13 per department. Further discussion should be moved to the PONY. 2E will take the proposal to the next board meeting.

Any updates?

Smartie Martie - Reserve tickets are not taken out of the general ticket pool. Art grants do not have a cap for reserve tickets. We would know how many tickets we would need for the next burn because we would have a record of volunteers from the previous burn.

Owsla - The BOD needs to be involved from an insurance standpoint. If we can't increase numbers for attendance do we want to pull from the general pool. To the board members on call, has this been discussed?

Batnips - I haven't heard anything from 2E. I just wrote it down and will take it to our next event planning call which is next Thursday. We will post a reply on the PONY.

5) Proposal – B.M. Reserve tickets for coordinators, submitted by Smartie

Martie

A reserved ticket for Coordinators from Burning Man (and/or other regionals).

Idea still being fleshed out. Any further discussion or updates?

Smartie Martie - That would be the BOD since the BOD's the one that talks to Burning Man Org.

Yeti - It doesn't hurt to ask.

Diana Smiles - I thought it was more about interest in attending the leadership conference. I think the leadership conferences are more realistic.

Owsla - I want to constrain the conversation as to whether anyone has actually moved forward, not opening it up to more discussion on the original topic.

Scott - I will write the proposal. We should also put in the proposal reserve tickets for people who attend BM to come to PDF. I will post it on the PONY.

Batnips - I think it's a cool idea. I think I definitely know who to talk to. I think having a fleshed out proposal will definitely help.

Third Order of Business – new business discussions and proposals

1) Graveling part of the site – submitted by Gabe Brutal

I propose that we need to buy gravel to ensure proper drainage in the back parking lot, and the roadway leading from back parking towards the dumpster. This has been a major safety issue. Cars hydroplane through this area when it gets flooded and could easily crash into people walking the road. A quick google search for pea gravel revealed the following: "The price will vary by location and is dependent on the distance from a quarry or a distributor. The general range for a cubic yard of plain pea gravel is about \$30 to \$35, and a ton will cost about \$40 to \$45." Pineapple did talk to me about ensuring better drainage for the Spring, so it would be good to have the vets liaison contact Pineapple to see what his plans are before we make a purchase. It's bad when even tow trucks and cars with 4 wheel drive are getting stuck in the back parking lot. Having proper drainage will ensure that emergency services can reach us faster, so people will not need to be removed via helicopter. Minutes can save lives. We could put a call out to the community to find good pricing on gravel if need be. I am also willing to personally research gravel prices in the area.

Gabe - Fall PDF is always during hurricane season. Moisture happens.

Katherine - I spoke with Pineapple before the fall burn. He suggested talking to the board about approving a few truckloads of gravel to reinforce certain problem areas. Can someone on the board give direction if we can approve that through the event budget?

Jim - From a previous call a while ago they talked about only certain areas can have improvements. We need to talk to the vets and verify what areas can be done.

Batnips - What Jim said is accurate. They discovered that the back field is zoned for farming and can not be improved. I will look into this.

Owsla - Point of order: Batnips is talking about the back **parking lot**, not the back field.

Diana Smiles - When the board paid for improvements before, it worked out great.

2) One-cycle reserve ticket increase for PC Coord transition – submitted by Owsla (**read with Stage proposal and vote proposal!*)

Add second reserve ticket for the Coord-in-training who will be taking over. One time increase.

No discussion.

3) Proposal - Increase Stage Volunteer reserve ticket headcount from 2 to 4 – submitted by Scott, Stage coord (**read with Stage proposal and vote proposal!*)

During the Fall burn, despite it not being super busy throughout the entire weekend, splitting the stage duties between just 2 of us was a bit more time tied to the stage than most other departments. Increasing our headcount would allow the duties to be split 4 ways, and ensure a better overall coverage for the role. Each volunteer will have to understand the mixer, and be able to troubleshoot gear and add in what comes. To guarantee qualified hands on expensive gear, qualified volunteers are a must.

As I understand it, merely a vote is required to move up to 4 reserve tickets for any department. We are requesting this motion be carried forward for the Spring Burn.

**Note from Owsla – the general rule is up to 3, not 4, but you may still request 4. It generally just bears greater scrutiny.*

Scott - I want the reserves so I can vet qualified people without relying on the ticket queue.

5) Revisit rule of all departments being allowed up to 3 reserves, no questions asked – submitted by Owsla after conversations with Hatter (**read in relation to previous two proposals*)

Several years ago the PC voted to create a standard reserve ticket allowance of 3 per department. More recently the details of that vote have been brought into question.

Some claim that the old vote was to let any department claim up to 3 *without* a PC vote. This may be, but it has not been the way the PC has been running in recent years. In recent years the standard action has been to still have a vote, but with the understanding that 3 is the standard allowance such that these votes are generally approved unless there are compelling reasons to dissent.

The other perspective is that the rule was meant to allow any department to claim up to 3 reserve tickets, and that if there were compelling reasons to not approve such *then* the PC would hold a vote to *not* allow the action.

I have found no good way to resolve the matter by looking through the records and talking with people who were present at the time.

I propose we take a new vote (next month) to determine which procedure to use in the future.

Rev Dave - I was actually at that meeting and part of that discussion. My recollection is that each department has a coordinator and they can have up to 3 assistants, no matter what you call them (i.e. assistant, co-coordinator, etc.)

Diana Smiles - I remember what Dave remembers, that each department should get 4 reserve tickets.

Fritz - I think it's time that we came up with a zero-based solution. We should create a whole new set of rules and throw out the old rules. Every department is unique. Some departments need lots of volunteers. However, Exodus is small. Defining a department is starting to get vague. I think the time has come that we need to create department names that are not tied to people.

Owsla - I want to stay on topic. If you want to write up a new proposal and submit it, we can vote on it. I will put this up on the PONY if I didn't already.

Fourth Order of Business – Vote on old budget proposals

1) Rangers - \$980 – submitted by Mythic; *no changes since last meeting*

Printing for burn: \$75.00

Consent Posters
\$75.00 = 30 x \$2.50

Consumables: \$85.00

Juice, snacks \$35.00
Hot/cold H2O bubbler & 2 x 5-gallon bottles \$50.00

Ranger Cart: \$350 00

Golf cart rental and delivery \$325.00
Extra gas for gold cart \$25.00

Uniforms \$470.00

PDF Ranger Uniform Patches§ \$470.00 = 50* x \$9.38

[No discussion, vote is called]

Result: unanimous pass; Batnips abstained

Fifth Order of Business – New budget proposals

1) DPW, \$888.86, submitted by Karnak

Item	Recurring	Infrastructure	Overall
TOTALS	\$700.00	\$188.66	\$888.66
Incidentals	500		500
UHaul truck rental	200		200
Hand cart replacement for old worn out carts		188.66	188.66

Karnak - New item is the UHaul truck rental that we'd like to pick up Wednesday for the moving of materials on the road. The golf carts just get broken doing this. We'd like to just use the golf carts for moving people. The yellow hand carts are jacked. I'd like to get two new ones. They're steel ones from Gorilla carts.

Fritz - I favor the UHaul idea. Some UHauls rent pickup trucks.

Brutal - I read the plates on the golf carts. They're rated for up to 500 lbs. The

carts Karnak is talking about are rated up to 1,000 lbs.

2) Gate, \$6014.00, submitted by Smartie Martie

2 Water Cooler Rental with Hot Water Feature \$50.00 (one for front gate, one for back gate)

10 x 5 Gallons of water \$75.00 (5 front gate, 5 back gate)

Gas for Golf Cart \$50.00

2 Golf cart + delivery fee \$650.00

Hired Gate Crew \$1,300.00

Hired Gate for extra hours \$256.00

Ice \$40.00

Wristbands under 21 and child \$100.00

Fabric numbered smartlock wristbands 1000.00

(trash bags,paper towels cleaning stuff) \$80.00

Batteries aa rechargeable \$60.00

Office Supplies, printing materials \$200.00

supplies to make 100 pendants w/ball chain necklace \$180.00

Greeters Bandannas 80 \$200.00

Citronella candles, incense sticks, tiki torches, tiki fluid (Back Gate) \$80.00

rainbow string \$8.00

Bug spray 30.00

Snacks, Coffee, Hot Coco, Tea, Creamer (Amazon order) \$200.00

UV light x 2 60.00 (one for front gate, one for back gate)

Gas can 60.00 (one for front gate, one for back gate)

Hardware stuff \$70.00

Spray paint 40.00

Safety Vest x 2 20.00

EI wire 20.00

file box for storage of waivers 15.00

Misc supplies 80.00

12v 5a power supply x2 30.00

Letters for PONY sign 24 letters 5.00 each 120.00 (will use Michaels coupons to lower price)

Swag cups 30.00

Vinyle 30.00

Frame x2 20.00

Battery charger x2 40.00

Plus 6% sales tax for anything purchased in MI

Shipping cost ?????

Total 6014.00

Smartie Martie - The wristbands are not the same as fall. These are non-tightening. For some reason the gas cans disappeared from the shed. Spray paint is for wooden stakes so they don't get mixed up with other departments' wooden stakes.

Karnak - Why do you need two golf carts?

Smartie Martie - One is for Alfred at the back gate.

Alfred - I put in a proposal last meeting but missed it. I honestly want people's opinions on a golf cart for the back gate.

Karnak - People can walk from the front gate to the back gate. Isn't this what Participation Station does with its carts, shuttle people?

Alfred - It would supplement the vets' tractor, or if you just have a lot of crap. Is this something we should be offering or is it just radical self-reliance.

Brutal - When large theme camps bring in a lot of stuff, they need to be self-reliant. They can't rely on the event to do that for them.

Karnak - Why do we need a cart at the front gate?

Smartie Martie - We go back and forth to the back gate area and stuff. And for immediacy to deal with ticketing issues. And if you're a GOD in the back field, to provide immediacy.

Yeti - I think the golf carts have proven their utility by the way the gate has been run. My opinion is the carts are useful and that has been demonstrated.

Smartie Martie - I also use it for my bacon deliveries.

Godshot - The event is not really that huge of a piece of property. Really, the only people who need carts are Rangers to resolve issues and MASH to get to people for medical issues. We're supposed to be environmentally friendly.

Fritz - I'm old and cranky and don't give a shit about the environment.

Jamilah - Any further discussion will be moved to the PONY.

3) Sanctuary, \$830.01, submitted by Jen Dublin

Shade Structure	\$495.00	Infrastructure	improve function of sanctuary and comfort of guests
Tools	\$7.99	Recurring	zip ties to hang lights and assemble dome
Shade Structure Components	\$8.96	Infrastructure	create comfortable atmosphere
Shade Structure Components	\$7.70	Infrastructure	tapestries to create comfortable atmosphere
Shade Structure	\$8.48	Infrastructure	create comfortable atmosphere

Components			
Light	\$9.99	Infrastructure	string lights for light and comfort
Cleaning Supplies	\$30	Recurring	laundry to clean blankets and pillows
Log book	\$11.11	Infrastructure	log guests and communication & for guests if they want to write
Office Supplies	\$5.99	Recurring	pens
OTHER	\$13.97	Infrastructure	mandala coloring books for relaxation
Water	\$10.00	Recurring	bottles of water for guest comfort
Printing - Ranger Manuals	\$175	Infrastructure	10 Laminated reusable Sanctuary Training manuals
Table	\$45.82	Infrastructure	a small folding table to hold the radios, supplies, manuals and to keep things off of the ground.

Jen - We want to make an update to Sanctuary. We want to get a new shade structure that will be a more comforting space. The “tunnel hut” setup doesn’t seem very welcoming. We will repurpose the tarps from the current stage structure. For the first time we have a laundry expense. To my knowledge the blankets stay in a tote and don’t get washed. The training manuals are also a new item.

Smartie Martie - How are you printing the laminated reusable manuals? You can DIY it for cheaper.

Jen - That was the quote from Staples.com for 10 laminated copies. I don’t have the resources for a nice quality product myself. The quote I got was for 5mil, which will hopefully be a better quality that won’t fray so easily.

Yeti - I trust that each coordinator presents a reasonable budget. I support having a new structure. It’s fun but has a lot of issues.

Diana Smiles - Is the new structure going to be a Harpster canopy? We are all moving over to the same product so they can be interchangeable. Did you know about that, and is that what you’re ordering?

Jen - I didn’t have any information about that. I will look into it. The structure we are getting is like a PVC dome.

Karnak - Those domes sucks. Have you actually used one?

Smartie Martie - Domes do suck.

4) Sound, \$330.75, submitted by Pena

Item	Recurring	Infrastructure	Overall
TOTALS			\$330.76

5x decibel meters		\$85	\$85
MURS		\$219.80	\$219.80
4x radio pouches		\$25.96 + \$6 shipping	31.96

Rev Dave - How many radios is that for?

Jamilah - I don't see a quantity, so I'm not sure.

5) Stage, \$2016, submitted by Scott

Item	Recurring	Infrastructure	Overall
TOTALS	\$1217	\$799	\$2016
Sub Woofer for Stage		\$799	
Lighting console and lights	\$542		
Mixer for stage	\$200		
Vehicle to transport Equipment	\$400		
T-Shirts, Stage Hand Identification	\$75		

Scott - The last piece of our speaker puzzle is the subwoofer. We rented one last burn. We wanted to buy one so we don't have to rent one again. The lighting console worked well last burn. We got a better deal on more lights for this burn. The mixer is a little more this time, but it's a much better mixer. We will have the capability to make a recording of the entire burn. T-shirts to identify everyone who is on sound as part of the swag budget, which I didn't use last time.

6) Theme Camp Placement, \$113.00, submitted by Katherine

Item	Recurring	Infrastructure	Overall
TOTALS	\$113.00	\$0.00	\$113.00
Bamboo Skewers	\$15.00		
Flagging Tape	\$65.00		
Laminated Maps for Gates & PS	\$33.00		

No discussion.

7) Volunteer / Participation Station \$2030, submitted by Diana-Smiles

Infrastructure \$945

Reoccurring \$1085

Water	25	Rental of base
Water	25	Water jugs
Golf Cart	325	golf cart and water estimates are from last cycle's budgets
Gas	25	

OTHER	70	Apryl's roving recruiter project lamination, printing, oil pens
Office Supplies	40	binders, page protectors, sharpies etc
Food	75	snacks, tea, hot cocoa, coffee
OTHER	100	badge reels retractable, for volunteer laminates
Cleaning Supplies	20	
Buttons	200	
Extension Cord	35	2 extension cord and 1 power strip weatherproof boxes
Shade Structure Components	60	4 replacement poles for those damaged in the hurricane
Shade Structure Components	80	8 footers for the PS structure because it sank in the mud on one side, leading to the damage in the hurricane
Table	60	6 ft, folding, white.
OTHER	40	signage, corrugated plastic board and reflective tape (I have spray paint),
OTHER	600	RADIOS 6 Puxing PX 888K - items not purchased last cycle due to shipping time issue
Food	\$250	Item entered by Epic. Breakfast for early morning volunteers to be served as an incentive to fill early morning shifts (open to all departments). Also, "Super Volunteer" Luncheon/Dinner to reward top volunteer(s) per department (determined by # shifts, attendance, and coordinator feedback/nomination)

Diana Smiles - The badge reels were popular last burn. The structure wasn't set up correctly in the fall, so we have budgeted for replacement poles and footers. Table is to get the radios off of the ground, where they were kept before. All the signs around PDF with the reflective tape I've made out of pocket before. The old radios simply do not work or I can't hear the front gate from Camp Tasty.

Smartie Martie - Is \$250 going to be enough for Epic's volunteer appreciation meal? I don't want him to run out of stuff.

Diana Smiles - I'm not sure. That isn't my proposal. I think he's working with someone local and might be getting wholesale pricing. I would reach out to Epic and ask him questions.

Karnak - "You have the right to work, but never the fruit of the work." I don't like this. I'll ask Epic more about it.

Alfred - I briefly discussed with Epic in the fall. I see what you're saying Karnak and I do agree, but at the same time I personally feel a small percentage of people do a large percentage of work. I don't see anything wrong with rewarding it, but it shouldn't be the norm.

Smartie Martie - I understand what Karnak's saying but lots of other events reward their volunteers. Maybe it will bolster volunteerism. What's wrong with

offering them a warm meal?

Diana Smiles - This topic has been contentious when brought to the PC before. I will reach out to Epic and get more information so that we have it for next month.

Smartie Martie - Don't we have money to spend?

Godshot - I don't think it should single out certain groups of people or create favoritism.

Sixth Order of Business – Announcements and reminders

1) SPRING TICKET SALES DATES

- Round 1 - Sunday, February 26th (noon)
- Round 2 - Wednesday, March 15 (9 PM)

Reserves open - Sunday, March 26

Reserves close - Tuesday, April 25 (4 weeks before PDF)

2) Upcoming meeting schedule

- Sunday March 12
- Saturday April 8 **OR** Sunday April 9; depends on if anyone else has stepped up to be PC coord or can for this meeting date (i.e., Owsla cannot do the 8th)

Beauty - If a budget is not posted, how do they get what they need?

Owsla - I'll get with you after the call.

Fritz - I'm on the call because Lil Bit thought she submitted our usual budget of incidentals.

Owsla - No, it was not submitted but you still have time to get it in for March and it will be voted on in April.

Smartie Martie - Question for Batnips: Who is going to be replacing Fernando as MASH coordinator?

Batnips - Currently Damian, Radar, Epic, 2E and I are discussing and looping in other people. I anticipate we will have more information in a couple of weeks. Part of the process is we have created BOD subcommittees and we will be discussing paid medical as one possibility. Right now we don't know ourselves.

We will get you the information as soon as we can. We will submit a proposal to the board-at-large by the end of the month.

Meeting closed at 1:53 p.m.