

PDF Planning Committee Meeting Minutes

Date: Sunday, June 14, 2015 at 12 pm

Purpose of meeting: After Burn reports, begin new cycle business

Agenda summary: Review coordinator changes and vacancies, review After Burn reports, proposals for expanding reserve tickets, proposal to move location of Participation Station, announcements and planning cycle reminders

Meeting called to order at 12:11 pm

Roll call:

Owsla (leading meeting, PC coord)
Lea
Smartie Martie (Gate coord)
Yeti (DPW coord)
Jen Finkle (MOOP coord)
Rev. Dave (Burning Arts co-coord)
Erica V. (WWW coord)
Princess Giggles (Volunteer coord)
Swallow
Karnak
2E (Parking co-coord)
Diana Smiles
Gillian
Alfred
Lil Bit
Arrgon
Fritz (Exodus coord)

First Order of Business – Coordinator changes and vacancies

Discussion:

Owsla – Starts off with big thank yous to our outgoing coordinators, Ms. Fidget (WWW) and Lea (Volunteer), and big welcome to our incoming coordinators:

- 1) Welcome new Coordinators
 - WWW Coordinator, Erica V.
 - Volunteer Coordinator, Princess Giggles

2) Sanctuary is still vacant (read by Owsla)

- Anyone interested in stepping up to take over Sanctuary may contact myself as PC Coord.

Discussion (from later on, but pertinent here):

Diana Smiles – Based on Smelly Melly's After Burn report, aren't we also looking for a Stage coordinator now?

Owsla – That is possible but I hadn't heard definitively one way or the other on that. I haven't spoken to anyone who's talked to Bobby (Stage coord) since he left, so I'm not sure but it is a good point that it is possible we need a new Stage coord.

Second Order of Business – After Burn reports; posted on PONY for review (<http://playadelfuego.org/pony/viewtopic.php?f=5&t=3886>)

1) Received from the following departments (as well as misc/addendum reports):

- **Art Grants**
- **Burning Art**
- **DPW**
- **Drum Conclave**
- **Exodus**
- **Fire Perimeter**
- **Gate/Greeters**
- **Lamplighters**
- **MASH**
- **MOOP**
- **Parking**
- **Planning Committee**
- **Rangers**
- **Sound Patrol**
- **Stage**
- **Theme Camps**
- **Volunteer/Part Station**
- **WWW**

Discussion:

Owsla – Opens the discussion to anyone that has a particular issue they'd like to discuss regarding After Burn reports.

Diana Smiles – Is each coordinator going to give a summary of their reports?

Owsla – We have several coordinators on the call and they can give a summary of their report if they want, but it's a lot of material and it's posted on the PONY so people can actually read over it. If anyone has a particular issue they want to

bring up then please do, and if you are a coordinator and you want to give a summary then please do so.

Lil Bit – There was an Exodus issue that wasn't included in the After Burn reports. There was a great pile of MOOP left by the pavilion in the front field (though picture was posted on the PDF FB page). It got cleaned up eventually but it was reported to Exodus team by Lea that it was the people who were ejected from the event who left a huge mess behind.

Owsla – Noted. Also if you want to go back and add an addendum to or edit your After Burn report you could do that.

Karnak – The person that was ejected, wasn't that our Stage Manager (i.e., Stage coord)?

Owsla – The person that was ejected was *not* our Stage Manager/coord, however our Stage Manager was camping with that person and had gotten a ride from that person, and therefore the Stage Manager/coord ended up leaving as well (as far as I understand the situation).

Diana Smiles – Based on Smelly Melly's After Burn report, aren't we also looking for a Stage coordinator now?

Owsla – That is possible but I hadn't heard definitively one way or the other on that. I haven't spoken to anyone who's talked to Bobby (Stage coord) since he left, so I'm not sure but it is a good point that it is possible we need a new Stage coord.

Karnak – To Yeti: there was a pop up found next to the stage that went into the shed; did we figure out who that belonged to or does that belong to the stage?

Yeti – Not to my knowledge. We'll hold on to it and treat it respectfully until we find out.

2) (read by Owsla) After Burn reports not yet received from the following departments:

- Fire Conclave
- Fire Team (*Referring to our people in firefighting gear, this is how this department is referred to in certain current PDF documents despite "Fire Team" once being used to refer to the people who helped build the burn pad and do other labor to get the effigy ready. This current department is also sometimes/historically known as "Fire Safety" or "Fire Safety Team"; confusion over the terminology led to a bit of discussion – *see below* – but it is now understood.)
- Pony Wrangler
- Purchasing
- Stage

Discussion:

Owsla – Reads the above, add that we do have a Stage After Burn report from Smelly Melly (filling in for our missing Stage coord). Also it's been suggested that we do not need a Fire Team After Burn report because that's covered under

Burning Arts, but if so that's something we should formalize because of the new BMOrg requirements or we should get an After Burn report from the Fire Team as well.

Rev Dave – As the defacto coord for the Fire Team, yes they really and truly are covered under Burning Arts. The Fire Team exists mostly for reasons dating back to when we still had to build burn platforms and do a lot of heavy lifting; since we aren't doing that anymore it's kind of an anachronism. If you want to do away with it we can do away with it, but it is at this point it does not have reserve tickets and it does not have a budget and so it does not have to have a report.

Owsla – If we are not utilizing the Fire Team and we are not using those reserve tickets, then we should probably either fold it into Burning Arts and/or do away with Fire Team. Now my question with that is that does that mean that the people who are on the Fire Team and who are working for us are not getting reserve tickets? Are we not using the reserve tickets for them?

Rev Dave – We mostly stopped using Fire Team as a thing distinct from Burning Arts before PDF started selling out so historically anyone who got a reserve ticket for that got it through Burning Arts.

Owsla – So Burning Arts is basically now including all the people we have in firefighting gear who are doing that job... they're essentially doing that job through Burning Arts department?

Rev Dave – No, that's Fire Safety, which consists of Lizard. That's another department that does not have a budget and does not have dedicated tickets.

Owsla – The reason I'm talking about it now is that currently "Fire Team" is a department with dedicated reserve tickets. And as such, it's supposed to turn in an After Burn report. Now, we can do away with Fire Team as you suggested if it's not being used, but I want to make sure that we don't do that if we're going to potentially be using those reserve tickets for people who, in addition to Lizard, may be doing that job.

Rev Dave – What Lizard does is not "Fire Team". "Fire Team" is responsible for the heavy lifting associated with building burn platforms. The tickets that Lizard has available to him comes through the Board, not the PC, because the Board has responsibility for safety and the people who get those tickets are firefighters and in most cases also EMTs.

Owsla – Right, and what I'm adding to that is that currently we *do* have six reserve tickets available for "Fire Team", which you're saying are not being used and that's fine, however I want to confirm that anybody who is possibly doing that job isn't getting tickets in that manner before we do away with it.

Rev Dave – Those tickets that are available that you're talking about are for "Fire Safety" and not "Fire Team". That is an entirely different group.

Owsla – Alright, but according to the PDF Reserve Tickets List, it's listed as "Fire Team", so are you suggesting that that is what's in error? Or that there are two departments (currently) both with reserve tickets?

Rev Dave – It is certainly possible that there are reserve tickets in there for firefighters. It's the historic Fire Team that is probably the one that is being

referred to here, and they do not have reserves. Rev Dave as old Fire Team coord has never requested them. Lizard for the purposes of Fire Safety does have reserve tickets.

Owsla – “Fire Safety” is not listed on the PDF Reserve Tickets List, so what I was trying to find out from you is whether you had an opinion on whether or not this was a typo calling it the “Fire Team” when it should be called “Fire Safety”, in the way that you’re saying?

Rev Dave – Can’t say if it should be called “Fire Safety”, but I know it’s not “Fire Team” as we’ve historically known it. And if we want to call that “Fire Safety” then you should talk to Lizard about getting a report for that, or probably Fernando since Fernando was the one doing it this burn.

3) Note from Jill (read by Owsla): It appears that several people are about to budget for and buy new radios for the fall burn. Before you do that, please contact Lizard to ask about the make and model of radio that'll work best with the radios we already own. Need his contact info? Contact Jill at jillnado@hotmail.com and I'll get it to you

Third Order of Business – Additional reserve tickets

1) Clarification (read by Owsla): PC vote needed to approve additional reserves only; titles of assistant coordinator, co-coordinator, etc. are at the pleasure of the head coord, but do not in and of themselves confer reserve ticket privilege (unless such already exists). This seems to me to be in accordance with present policy, and as such does not need further change to clarify. (If dissent, then there is a proposal on hand to clarify the current policy such that only one vote be needed to address reserve issues instead of two.)

Discussion:

Owsla – Reads the above, asks for consensus from group as to whether their understanding is similar. (Result: consensus is unanimous)

2) Requests for approval (read by Owsla)

- WWW is requesting one additional reserve ticket (would bring WWW to 2 out of the 3 standard reserves allocation). This reserve would be for the assistant coordinator in charge of Printing

- **Discussion:**

- **Erica V** – Actually WWW wants a total of 3 reserves, so 2 additional: one for printing/laminates and one for Ms. Fidget who is still doing a lot of work.
- **Owsla** – Ok, so WWW is requesting two more reserve tickets to bring their total to 3 out of 3 of the standard allocation.

- Purchasing Department is requesting one additional reserve ticket (would bring Purchasing to 2 out of the 3 standard reserves allocation). This reserve would be for an asst/co-coordinator position to be added for backup, support and transitioning
- Sound is requesting one or two additional reserve ticket(s) (would bring Sound to 2 or 3 out of the 3 standard reserves allocation). This/these reserve(s) would be for newly created assistant coordinator positions

Discussion:

Diana Smiles – Are we voting on something right now?

Owsla – No, these are just the announcements for the proposals, so they'll be voted on next month.

Diana Smiles – If a department has a standard allotment of 3 tickets, why are we wasting time voting on anything within that 3?

Owsla – The way the policy is written up and the way the policy was approved is that additional allocations need PC approval. There is a standard allocation of 3 which essentially (as best I can figure it out) is saying that we generally think of 3 as standard and beyond that a department would really need to submit a more in depth or lengthy proposal as to why they would need more than that number of reserve tickets. However, the additional reserve ticket requests still do need to go through the PC and still do need a vote even though they are by the written policy considered to be within the standard range of what's allowed.

Smartie Martie – It would be very helpful if contingent on getting their reserve the person who's going to be delivering the WWWs and laminates must show up on Wednesday evening or Thursday morning, not after the event starts.

Karnak – We had a snafu this time and usually the person who delivers those things is me. There's a transition going on, and that won't happen again.

Fourth Order of Business – Proposal to reposition Participation Station

1) Proposal from Princess Giggles to move Participation Station to "Center Map (introduced by Princess Giggles, covering the information below)

- Possibly to area 4E (which would also eliminate issue of folks setting up camp in neighbors field) or across from Back Gate
- Reasons
 - The location next to the stage is often too loud for PS volunteers to hear the Base Radio, and often prevents folks from explaining things clearly because you have to yell
 - Current placement of P.S. is no longer in the center of the event
 - Our event has grown in number and size (by several acres)
 - Having P.S. more central to the whole event makes it more accessible to the back field (where a majority of attendees camp)

- 4E is a high traffic area and would be ideal for the Parties, Events, and Info Sessions that P.S. will be hosting in the fall and at future burns

Discussion:

Smartie Martie – It was proposed to move Participation Station in August 2013, but they wanted to move it to the back gate, but Gate people did not want to have Participation Station at the back gate area.

Owsla – Fine suggestion; I'd like to encourage talking with the Theme Camp and Ranger coordinators because I'm not sure how much Participation Station and Ranger HQ is currently sharing infrastructure but it is at least some.

Princess Giggles – I've actually already reached out and sent email to Snuggles (On-Site Ranger coord) but haven't heard back, and I don't know how to get in touch with the Theme Camp coord.

Owsla – I can get you in contact with the Off-Site Ranger coord in addition to Snuggles, and also the Theme Camp coord. Just remind me after the meeting is over and I'll get you that information.

Diana Smiles – Also don't forget it needs to be cleared too with DPW since it will be setting up a new structure. But overall I very much support this idea, though I don't support the site 4E and will write about it on the PONY. I think that takes away a major theme camp area that we just started utilizing. I think campers on other property was just a one time issue that was part of the learning curve. I would suggest the land next to the showers. It's small, contained, central, and aside from sometimes having a piece of art placed there it is available. It won't prevent a large theme camp from doing what they want to do. But again overall I strongly support this idea.

Princess Giggles – Has some reservations about that suggested site because of possible less foot traffic than the 4E site, and potential muddiness and uneven ground.

Owsla – This is also probably a good discussion to have with Heidi (Theme Camp coord), especially since there will be considerations of where it will be relative to sound camps, etc. Overall it sounds like this is a viable idea to move it, and these are just details that are going to get worked out when we get all hands on the conversation.

2E – If we put it in 4E, will that be too close to the portapotties? Portapotties can get pretty "ripe".

Smartie Martie – That hasn't been an issue that she's noticed camping there or that she's heard complaints of.

Karnak – Why are we debating what Princess Giggles does with her department?

Owsla – Because it impacts a number of other departments and where Participation Station is located is part of the general overall planning of the event.

Arrgon – Agrees that it's a good idea to move Participation Station to somewhere central, and with some discussion with Ranger coords we may as

well move the whole thing (including Ranger HQ) somewhere central to the playa so we can get the most access. Some place along 4C through 4E might work.

Fifth Order of Business – Announcements and reminders

- 1) (read by Owsla) TRDL discussion is up and active on the P.O.N.Y.
 - By Fall 2015, the Board plans to enact some organizational restructuring, potentially moving some event management issues out of their hands, and potentially restructuring for more oversight and “checks and balances” of our current system.

- 2) (read by Owsla) Shed inventory
 - Inventories (at least partial) received from the following:
 - Burning Arts
 - DPW
 - Lamplighters
 - MASH
 - Parking/Greeters at back gate
 - Sound
 - Gate (front)/Ticketing
 - **Discussion:**
 - **Owsla** – Question for Yeti, is it just the radios that DPW has in the shed? Does DPW have no other items?
 - **Yeti** – Since his tenure as DPW coordinator they’ve only budgeted for radios (as permanent items), and yes that’s all they keep in the shed. Generally tools, etc., are brought by volunteers personally.
 - Still missing from what departments? Which of the following do NOT have shed inventory?:
 - Exodus? Lil’ Bit – thinks they do NOT have shed items
 - Fire Safety Team? Rev Dave – Pressurized water extinguishers (only spring to fall); garden hose that may or may not be theirs
 - MOOP? Diana Smiles – All MOOP and Participation Station items are currently in back of her car; MOOP has a tub that belongs in the shed; she doesn’t know what’s in it but she’s turning it over to Princess Giggles soon.; Jen (MOOP coord) – 6 canvas bags that are in the MOOP tub in Diana Smiles’ car... Fritz (Exodus coord) – Begins listing contents of that tub, is interrupted by Owsla to say that we are not currently *making* the inventory list from memory on call right now, but just that we want to get a handle on which departments have made and submitted their inventories vs. those which have not.

- Rangers?
- Sanctuary? – Rev Dave – shade structure at least, which is apparently very hard to set up; Smartie Martie – Sanctuary sent DPW instructions on how to set it up so that should not be an issue
- Sound Patrol?
- Stage?
- Theme Camps?
- Volunteer? Princess Giggles – will do inventory of non-shed items as soon as she picks up the bins.
- Art Grants?
- Drum Conclave?
- Fire Conclave?
- Fire Perimeter?
- Pony Wrangler?
- Purchasing?
- WWW?

Discussion:

Owsla – Reminder to people that the origin of doing the shed inventory is just first step in having a running, up-to-date inventory of everything that PDF owns and where it's stored/located. So even if it's not stored in the shed, please do make inventory of all things in your department. Doing the shed was just a big step we took this past burn.

Smartie Martie – Is there any way Patty (BOD Treasurer) can go through all the budget items as she's writing checks for it and enter in a spreadsheet what coordinators buy for their departments, etc. so that we can have a running list?

Owsla – The list of things that are purchased every year is very long and we have many years of purchases, and this inventory is the first step in getting that running list. We're trying to get coordinators to inventory what they have. We aren't talking about repeating items (such as water, etc.), but rather a list of those more permanent things that PDF owns. We can move forward with keeping the list up to date once we have a current list created.

Diana Smiles – The inventory is a good idea so we can keep track of what's been purchased versus what we actually, currently have.

Owsla – The overall issue isn't about any one particular item from any one particular department, but is rather to get a running list of purchases and then to keep track of them so we can know how long they tend to last, make sure they aren't just going missing, etc.

Fritz – Suggests that the inventory list be done via the coord email list so it can all be written down and available.

Owsla – We actually do have a google doc that the coordinators are using and we are having everyone enter their inventories on it. That was sent out in a coord list email; if you missed that I can resend it to you.

Sixth Order of Business – Cycle reminders

1) BUDGETS NEEDED! (read by Owsla)

- This is short cycle; so get those budgets ready! (Only July and August meetings available to get budgets in for approval!)

2) Upcoming PC meeting schedule; check for conflicts (read by Owsla):

- July – Saturday July 11
 - Princess Giggles – SunBurn is July 11-12, and several coordinators from PDF will be there (and thus not able to be on a PC call)
 - Owsla – opens discussion to consider other weekends in July; several voices weigh in and the results of the discussion are:
 - First weekend is 4th of July, third weekend is Transformus, and 4th weekend is pretty late since we need to finalize ticket sales dates and get plans and budgets in motion for Fall.
 - Decision is to stick with July 11, and invitation goes out to any coord with business to get it on the agenda and get someone to present it if needed; Owsla is willing to champion issues if need be.
- August – Sunday August 9
- September – I would like to move the September meeting to the 3rd weekend, as I will be busy at a seminar all of the 2nd weekend of that month; I propose we meet on Saturday September 19th
 - Smartie Martie – Is concerned about shipping times for items that may be ordered if we move the meeting (which will be approving August budgets).
 - Owsla – Well it's only 1 week difference.
 - Yeti – Let's just encourage people to put in their budgets earlier if they want their things on time.
 - Owsla – Asks if people would prefer Saturday September 5th vs. Saturday September 19th?
 - Karnak – Reminds Owsla that there's a *little* burn out in Nevada over September 5th...
 - Owsla – Remembers why September 5th wasn't being considered in the first place (oops!), and discussion winds up with agreement that the September meeting will be on the 3rd weekend (Sat., Sept. 19th)

3) (read by Owsla) Please remind me of any new proposals that did not make it into this meeting; we will start again with new business next meeting

- Reminder: Proposals need a champion. Speak to me if you have a proposal but are having difficulty making regularly scheduled meetings.

Owsla – Does anyone have anything else before we call the meeting?

2E – General question: what is the purpose of the Mayor, and why is it only stuck with BOD members?

Owsla – The purpose of the Mayor is specifically to have somebody on the BOD be visible to the community so people who are curious about the BOD have somebody to go to who is more out there and who's job for the event is essentially to be the BOD liaison at large and answer everybody's questions.

Smartie Martie – How come the new BOD and coord meet and greet is held at theme camps? Why isn't it held in a general location like the pavilion?

Owsla – I really don't know particularly how the BOD/coord meet and greet was planned or scheduled, but I think somebody that happened to be participating in a theme camp offered to host it, and they said yes. I don't think there was really anything beyond that other than a place was offered and it seemed like a nice central place to have it.

Rev Dave – It's pretty close to that. The person with the theme camp was the prior PC coord who offered her theme camp area. I think the event is not permanently tied to that space, and everyone involved is fine with it moving, it just requires someone to step up and make the plans for it.

Diana Smiles – Reminded that she put the location of the BOD/coord meet and greet as a "Bad" in her After Burn report because it was too close to sound camps and so it was hard to hear. So she'd support moving it.

Owsla – Okay, anyone who has opinions on where it should be should maybe keep an eye out towards the fall when event plans start to be submitted, and maybe shoot a note to the BOD to suggest places for it to happen.

Meeting closed at 1:17 pm