

**FirePony Creative Society -- Board Meeting**  
**June 2, 2019 -- 7:00 pm ET**

**Attendees:**

**Current Board members:** Gandhi, Karnak, Boru, Millie, Ursula, Caitlin, M4  
**Attendance:** Karnak, Boru, Millie, Ursula, Caitlin, M4

Quorum - 4 people

**To approve:**

- **May 9, 2019: Meeting Minutes**

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**Agenda**

- Welcome and Check-ins
- Review and Vote on May 9, 2019 Minutes
  - Approve: 6 approve
  - Minutes posted
- Spring 2019 Board Retreat Follow Up
  - Collecting retreat notes - and pulling together draft of retreat report - WIP
  - working on 2017 board retreat report
  - Social Media guidelines
    - Update
      - For all FPCS leaders - PDF coordinators, Constellation Producers, Sphere Leads, Department Leads , and BOD
      - Goal to get this out by 6/21
  - Update Trello, assign tasks, label according
    - In progress
    - Documenting Trello workflows
    - Goal to finish by the next month's meeting.
- Committee Updates:
  - Finance and Governance
    - Treasurer Update
      - Receipt/reimbursement process is starting for PDF
      - Quickbooks transfer is in progress
    - Where are we with the Borg re. Regional status
      - PdF Done
      - Millie will submit for official status once contract is signed. - update
    - From retreat: Design Corporate Seal
      - Still need to send details to artist
    - Bylaw updates - Mostly paperwork. Follow-up
  - Event Planning - PDF

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- From retreat: Review PC Committee Rulebook
  - Considering whether to make it high level guidebook for PC vs details for individual departments / coordinators.
  - Need to have a meeting of the re-org committee
  - No need for review at the moment
- Afterburn Reports
- Talk about Gate issues (Next meeting)
  - What to do when tickets aren't transferred
  - What to do when someone won't sign a waiver
  - How to stress to security that people can't come in when gate is closed
- Next Year's contract
  - Multiyear?
  - Need to gather owner requests
- Event Planning - Constellation
  - Planning Update, Sphere lead:
    - Ops: Peter and Monster
    - CATS: TBD
    - Safety: Zahmer + co leads TBD
    - Comms: Two potential leads
    - Finance: Ursula / M4
  - Ticket dates are setup
    - June 9th/July 9th/August 9th/September 9th
    - Low Income: Closes June 6 9PM
  - Art Grant Dates set
- Event Planning - Logistics
  - INVENTORY INVENTORY INVENTORY INVENTORY
    - Finding a system
  - Capital purchases
    - Harpsters/pop-ups for each event
    - UTVs
    - Golf Carts
    - Generators
    - Covered trailers - for transfer of shared resources
    - Box Truck
  - Moving Inventory closer to events to cut costs
    - Purchasing new equipment for Constellation
      - Major complaint from PDF coordinators - not being able to find things after other event has moved / used them
    - Speaking to landowners about building sheds on site
  - Speaking to PDF Landowner about putting in an external outlet with its own 20amp circuit
    - This would eliminate the need to get in the cabin during the event
  - TO DO
    - List of conversations that need to be had

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- List of things that would need to be purchased
    - Need clarity around storage location and access (on site vs near by)
  - Community Art and Civic Engagement
    - Program is announced
    - No grant applications yet, may extend deadline
    - Next is looking at Diversity and Inclusion
      - Creating recruitment materials - Mille
      - Looking at Fall
    - Conversations about MALC are happening
  - Land Purchase
    - To do: review retreat notes on next steps re. bringing in consultant.
    - Lower priority than PDF afterburn at the moment. Will revisit
  - Communications
    - Get clarity on comms channels (owners, newsletters, websites)
  - Technology
    - Any ticketing updates post-PDF?
      - Potential replacement of system
    - Trouble ticket system for the ticketing team especially
    - Some improvements planned for ticketing before Constellation sales
    - Technology meeting is coming
  - Conduct
    - Review FPCS Incident Report form
      - We should also put an automatic response on this form if not already to let them know that we have received form and they will be hearing from someone. - TO DO
    - Discussion re. policy of “always” talking with accused before decision.
      - Conduct team will work on updated language to address that exceptions will be made.
    - Recruitment Campaign
    - Update websites with clearer “this will get you ejected”
      - Free range children issues
      - See Tfus page  
<https://transformus-burn.com/transformus-code-conduct/>
    - Discuss Liability and Safety issues at burns (Next BOD Meeting)
- Ranger Council Update
  - Constellation is worried about not having leads or a contact for questions
- Upcoming BOD Calls
  - Monday, July 22 - 8pm ET
  - Monday, August 12 - 7pm ET
  - Monday, September 23 - 8pm ET
- Anything Else?