

**FirePony Creative Society -- Board Meeting**  
**February 9, 2020 -- 6:00 pm ET**

**Attendees:**

**Current Board members:** Karnak, Boru, Millie, Ursula, Caitlin, m4, Smiles, Miles, Epic  
**Attendance:** Ursula, Caitlin, Miles, m4, Karnak, Epic, Millie, Smiles, Boru

Quorum - 5 people

**To approve:**

- **January 13, 2020: Meeting Minutes**

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**Agenda**

- Welcome and Check-ins
- Review and Vote on January 13, 2020 Minutes
  - Approved by 8
- Social Media guidelines -
  - Document has been sent to Producers for review - Approved
    - Begin distribution
      - Collect emails for Adobe Sign
    - Need the Adobe Sign version
    - Board to sign in the next couple of days
- Ranger Council Update -
  - Add to SOP: Ranger lead - BOD meeting pre-event
  - Contact sometime in the next month to take the pulse.
  - Three Ranger leads for PDF

**OLD BUSINESS (Includes outstanding items from previous meetings):**

- Spring 2020 Retreat timing
  - Based on the Doodle poll, the best dates are April 2- 5. Confirmed date with board
  - Location Choices
  - Next steps
    - Confirm date and book location in next week
    - Figure out food preferences, menu and who will purchase food
    - work together on agenda, team building exercises and items to collect beforehand such as leadership survey, top goals, etc.
  - Have all members complete a leadership survey. Use it and information from feedback forms to decide on team building activities at retreat. - will work on team building and leadership activities
- 2019 BOD Retreat Notes

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- Collecting retreat notes - and pulling together draft of retreat report -  
DONE - Please review **All Board**
- 2017 Board Retreat Notes
  - Will update website to reflect lack of full retreat notes
- Strategic Plan - talk about at Spring retreat
- Committee Updates:
  - Community Art and Civic Engagement
    - **ART GRANTS**
      - From the Fall open cycle for spring projects there were 4 art grants submitted (1 was duplicate)
      - Selection team met to review them and no art grants were awarded based on the 3 remaining
      - Based on reviewing the grants and that many were more burn based than community art and civic engagement, we have determined that we need clarification of the grant online and in information being sent out. Millie is going to work with Diana to clarify after Diana has a better understanding of CACE after BOD retreat. Will use BM Global art grant as guide
      - Deciding if we will have a mini-open cycle before the regular spring/summer open for Fall
      - Still researching possible partnerships and ideas for community art and civic engagement. Patty and Millie attended meeting in DC on vacant lots and properties and Patty put together a proposal. There is no set program by the department for these so they were looking for ideas from us. Will coordinate with Baltimore and other cities next. There is a program in Baltimore if we want to partner for things such as community gardens, etc. in vacant lots
    - **MALC Planning**
      - Last meeting held on January 26, 2020 with Philly team. I was unable to attend
      - Still planned for November so 9 months to plan
      - Because of holidays, team was not able to confirm location but are moving forward with securing location and starting to survey for content and design format. Survey will be sent out to community as in past for topic ideas.
      - Next meeting scheduled for Feb 24, 2020
    - **Diversity/Inclusion Sessions and Training**
      - Hope to introduce this as track at the November MALC
  - Finance and Governance
    - Role of BOD wrt Events
      - ROLE of BOD at PDF - proposal
      - Action item - Review draft - **All Board**
    - Finish removing ex-Board members from FPCS

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- Still need to change PayPal password and transfer Google Drive ownership
- [\[Draft\] Leadership On-boarding/ Off-boarding Guide](#)
  - to add insight about Google Suite
  - Action item - review and add new content as suggestions - **All Board**
- Treasurer Update
  - Quickbooks hand-off is pending - 2/14
    - Vote to move to cloud version of Quickbooks, which will incur a monthly cost
      - All in favor
- Update Trello, assign tasks, label according
  - BOD members to talk about which trello items are still valid
  - Meeting will be scheduled
- From retreat: Design Corporate Seal
  - Have reached out to artist
- Bylaw updates - In February meeting for Governance and Finance
  - Talk about updating handbook to reflect bylaws better
- Technology Committee
  - Sorting out permissions for systems in place
  - Tech meeting 1/14/20
  - We have had several people reply to the call for developers
  - Accounts involving payment have all been switched to treasurer email address
- Event Planning - Logistics
  - PDF
    - Proposal has been approved by the PC. \$3500 has been set aside for purchasing new infrastructure
  - Constellation
    - Karnak will reach out to producers to see that they discuss the split and storage discussion
- Land Purchase - Ursula, Miles, Millie
  - Feasibility Study
    - Prioritize this to happen before the retreat
    - Reach out to Arizona org to find out if they did a feasibility study
      - Arizona is still in the process of purchasing
      - Reached out of members of the community for support
      - No feasibility study
    - To set up a meeting
  - Moving Land Fund to a separate board?

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- Possibly more prudent to raise insurance cap
- Event Planning - Constellation
  - Event wrap up - Lessons learned
    - Need a written out escalation procedure
    - Producer meeting late January/early February
    - Tracking down the afterburn report - mid February ETA
- Safety Committee - Bryan, Epic
  - **GOAL: Write the charter for the Safety Committee**
    - Action item - Review draft - **All Board**
  - Membership invites needs to be determined
- Event Planning - PDF
  - Upcoming PC Meeting 2/20/20 at 7pm
  - Logistics Proposal by Miles/Karnak was approved by PC
    - \$3500 will go towards asset purchase and relocation
    - All remaining monies unspent from proposal, as well as other monies left unspent from PDF 2019 will be assigned to Art Grant Budget.
  - Are participants that were evicted from one of our events welcome at another?
    - What about art grants?
  - Increasing the Ticket Cap planning
    - When the calendar reads 2021
    - What we would need to see to be comfortable
    - Max that we might be comfortable with
    - Departments we would have to speak to first
  - [Leadership Openings](#)
  - Define capital purchases needed (was in new business from last mtg)
    - Radios need to look into new purchases
    - Fire equipment/ perimeter
  - Last PC call happened on 2/4
- Upcoming BOD Calls
  - Tentative March 23rd 8PM
- New Business
  - Distribution of Burning Man tickets
- Anything Else?