

FirePony Creative Society -- Board Meeting
May 19, 2020 -- 7:00 pm ET

Attendees:

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

Quorum - 5 people

To approve:

- **April 21, 2020: Meeting Minutes**

Agenda

- Welcome and Check-ins
- Review and Vote on April 21, 2020 Minutes
 - 9 approve
 - Posted to firepony.org

VDF Committee

- Event starts this Friday at 6pm
- Need to get BOD on call list and contact information
 - All slots filled
- Need to decide time for board meet and greet
 - Saturday 3pm-4pm on the main stage

OLD BUSINESS (Includes outstanding items from previous meetings):

- Spring 2020 Retreat timing
 - Prefer to have this in person, as team building and bonding is a main focus
 - May still have online break out sessions
- Committee Updates:
 - Community Art and Civic Engagement \
 - Survey out to gather topics for MALC
 - Finance and Governance
 - NEW STUFF
 - AWS grant (m4)
 - Techsoup program costs \$130 to apply for \$2000 AWS grant
 - PDF Refunds are processing (Ursula)
 - 24 left to process out of 288
 - Carryover tickets (approx 230 tickets)
 - Quickbooks update

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- Banking update - month/month account values, plans going forward, admin fund update
- Non-profit filing update
- Investment update - month/month account values, ownership changes
- Plans for next month
 - MD& IRS/990 filings
 - Meeting set for 5/26
- OLD F&G Stuff
 - Sign BOD Commitment - 9 done
 - Role of BOD wrt Events
 - ROLE of BOD at PDF - proposal DRAFT - BOARD ROLE for PDF
 - Action item - Review draft
 - Finish removing ex-Board members from FPCS DRAFT - BOARD ROLE for PDF
 - Still need to change PayPal password and transfer Google Drive ownership
 - [Draft] Leadership On-boarding/ Off-boarding Guide
 - add insight about Google Suite
 - Action item - review and add new content as suggestions
 - Change owners on Google Drive documents from former board members
 - Need a PayPal beneficial owner
 - From retreat: Design Corporate Seal
 - Discuss at the 5/26 G&F Meeting
 - Bylaw updates - In May meeting for Governance and Finance
 - Talk about updating handbook to reflect bylaws better
- Technology Committee
 - Focus is currently on VDF
 - Policy / Contact / procedure wiki
 - One stop how to that links to policy documents and procedure
 - When we do something - it goes in the wiki with the procedure and links to documents - no more searching drive
- Event Planning - Logistics
 - Constellation
 - Karnak will reach out to producers to see that they discuss the split and storage discussion
 - Currently on hold due to COVID-19
- Land Purchase
 - Feasibility Study

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- Prioritize this to happen before the retreat
 - to set up a meeting
 - Get together budget before engaging firm to do study
 - Reach out to UofM students to see if they want to take it on as a project
- Event Planning - Constellation
 - Event wrap up - Lessons learned
 - Afterburn report - Done!
 - Submittal to Borg next week
 - Need a written out escalation procedure
 - Schedule a meeting with producers - meeting held on 5/6, next one ??
 - Define capital purchases needed (was in new business from last mtg)
 - Radios need to look into new purchases
 - Fire equipment/ perimeter
 - Constellation planning is proceeding as though we are having the event. Our decision point is August 1st.
- Event Planning - PDF
 - Received deposit return check. Not yet deposited.
 - Last PC Call - 5/11
 - Upcoming PC Call - 6/20
 - Are participants that were evicted from one of our events welcome at another?
 - Evictions trigger an automatic ban review which can result in no ban, a one year ban, a lifetime ban
 - What about art grants? - any participant who is welcome at an event is welcome to apply for an art grant
- Social Media guidelines -
 - Link to updated document -> Social Media Guidelines
 - Document has been sent to Producers for review - Approved
 - Begin distribution
 - Collect email addresses for Adobe Sign
 - Getting list for Constellation
 - Done for PDF
 - 52 sent, almost all signed
- Ranger Council Update
 - Meeting 5/20 with Ranger Council
 - Ranger Council reached out to karnak on Sunday the 17th
- Safety Committee - Bryan, Epic
 - GOAL: Write the charter for the Safety Committee

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- Safety Committee Charter Draft
 - Action item - Review draft
 - Membership invites needs to be determined
 - Initial deliverables to the BOD?
 - Solidified procedures written down
 - Board briefing on general safety
- Conduct Committee
- Upcoming BOD Calls
 - June 23, 7pm
 - July 27, 7pm
- New Business
- Anything Else?