

Nov 13 2022 BOD MEETING MINUTES

Current Board members: Karnak, Ursula, m4, Smiles, Miles, Epic, David, Wax, Bucky, Aye, Lotus, Hatter, Cramer - 13 people

Attendance: Smiles, Lotus, Aye, Ursula, Whatever, Wax, m4, David Wilkes, Epic, Miles, Hatter, Bucky - 12 people
Quorum - 7 people

To approve:

- **Oct 17, 2022 : Meeting Minutes:**
 - Minutes accepted unanimously

Agenda

- Welcome and Check-ins
- Review and Vote on September Minutes
- New Business
- Old Business

NEW BUSINESS:

- Upcoming BOD Calls
 - Sunday December 11, 6pm
 - Retreat Jan 13-16
 - Shortlist created. Will pick a location Tomorrow
 - Previous board retreat report:
<https://firepony.org/wp-content/uploads/2022/07/2022-FPCS-BOD-Retreat-Report.docx.pdf>
- Regional Contacts
 - <https://regionals.burningman.org/becoming-a-regional-contact/>
 - Dave, Kelly, Aye interested
 - Email with RC stalled but Ursula plans to restart conversation
 - Sitting RCs amenable to adding more RCs
 - Current RCs:
 - <https://regionals.burningman.org/regionals/north-america/washington-dc/>
 - DC: Spacious Duane, JR Nexus Russ, Charles Planck

OLD BUSINESS (Includes outstanding items from previous meetings):

- Finance and Governance
 - FSA call on 9/8 3:30pm
 - Cramer, Ursula, Miles
 - Plan: split the holding into 4 sub-accounts:
 - 85% land
 - 5% CACE
 - 5% rainy day
 - 5% events & BOD discretion
 - TO do: scrub access list
 - Trustees have total control
 - Authorized Agents can monitor
 - Also have added layer of security: FSA checks with two Trustees before making changes
 - Bylaw review - David
 - David work through comments from Feb 2019 draft and go over them at the next Gov & Finance meeting, then bring them to the full board meeting - postponed
 - David to look into what if anything needs to be submitted to state of MD
 - Current focus on filings, afterburns
 - 2021 Filing filed
 - PDF afterburn - DONE
 - Need \$1000 authorization to retain a WV lawyer to review insurance approved in the SEPT BOD meeting.
 - David - cast a wide net: don't focus on a specific insurance policy. Make sure Event and Directors and Officers (D&O) insurance is broad enough to hold us harmless
 - Miles and David still working on a question list
 - Propose \$1000 moved to a PA lawyer.
 - David has found a lawyer who could consult on our legal questions - Michelle P
 - Could also try to strengthen the waiver, but the waiver is also not generally legally binding
 - Other committee actions
 - Miles given PayPal access
 - Need to Add Cramer as a check signer for Firepony - 12/19 9:30AM
 - Look into how to create a shared pool of check recipients for Wells Fargo
 - next meeting - Sunday 6PM 11/20
 - Board commitments letters .
 - Will become part of annual meeting in January

- Annual Reports
 - 2019 Annual report i
 - 2021 Annual report
- Still need a Bylaw mtg - D
 - *Note (May 2017): New board members are recruited throughout the year as needed.*
 - *Note (May 2017): As of July 2016, term limits for directors and officers were agreed upon, and are described in more detail in*
https://docs.google.com/document/d/15OErsUSOCM_vAqsLkmzaDGNLX9ogNZO8/edit
- Succession
 - Consider who should have roles of
 - President
 - VP
 - Secretary
 - Treasurer
 - Ass. Treasurer
- Event Planning - Constellation -
 - Tickets:
 - Ticket cap: 850
 - Tickets Sold: 773
 - Tickets Used: 626
 - Cars Sold: 463
 - Cars Used: 380
 - New Producers
 - Hand-picked a new producer
 - interviews with assistant producers ongoing
 - Budget
 - Producers have not submitted Expense reports yet
 - Greeters, Lamplighters, Signage have requested reimbursement
 - Final Numbers?
 - Surveys sent -
 - Census - results?
 - Illness - results?
 - Afterburns
 - 17 Afterburn reports submitted, still need more
 - Need more BOD calls
 - 2023 Land search
 - Should line up a land visit to the TRA Campground
 - Consider re-starting the Tuesday (or every other) BoD/Prod meetings
 - Still going back and forth with wristband folks
 - If clasp won't be improved, will need a new vendor

- Art Carts
 - Where were they?
 - Follow up with Producers on art carts
- Virtual Recruitment events
 - Thursday Oct 27th, 6pm
 - Saturday Oct 29th, 11am
 - New Producers
 - Potential candidates identified
 - Sphere lead recruitment coming up next
 - Two folks lined up to take over participation
- Restructure
 - Saturday Nov 19 at Noon
 - Anyone can join
 - BOD has both total latitude to change how Constellation runs (longevity of event), and none (Constellation runs itself)
 - Can we do a vote of no confidence?
 - May to write out a formal BOD roles/budget guideline document like PDF has. CB17 had a BOD notes document that describes existing roles fairly well
 - Want to see a better messaging calendar, general schedule for CB
 - First round ticket sales were DURING the Gerlach regional. Need to move this sooner
 - Still think this year is likely to be an outlier on ticket sales for both CB and PDF and not indicative of future performance
- Conduct Committee - Aye/Smiles
 - Emails, procedures, and interview questions documents, drive clean up are complete
 - conduct@firepony.org email group updated with all appropriate people added
 - 16 active total cases
 - 9 from PDF
 - 7 from Constellation
 - What's the remediation/restorative justice process for bringing people back?
 - Guided by experience of the committee, injured party
 - Mediated confrontation
 - Removal from role
 - Temporary ban
 - Having someone step back pending conduct committee decision is a best practice regardless of nature of the incident
 - Meetings
 - Actively setting next meeting
 - Can we get an email from "Conduct Committee" so emails are not personal?

- **WIP** - Instructions sent to do this, still need to set up
- Land Purchase -
 - Next Meeting
 - Every second Tuesday at 7 pm. Next: Dec 13th, then Jan 10- Zoom 750 660 4772
 - Planning more site visits in York and Somerset PA
 - Re-considering formation of a Land Trust to manage the land
 - Need to keep community involved
 - Need to get a business plan before we pull the trigger
 - Model
 - <https://docs.google.com/spreadsheets/d/1BK647S2VvjI7dQSAF2t53oBCrQ7R-HVj/edit#gid=1802353357>
 - Need to consider if we cross out of our Not for Profit space into the profit world, and how that affects our IRS filings.
 - Connect with Realtors who do land purchase in our areas of interest (WV, SE & Central PA, NW MD). No retainer, no upfront charges, exclusive right to represent us in that region
 - Need an accurate current account value ~\$465,672 (=85% of FSA investment)
 - Currently we spend ~\$X on land rent per year
 - Suggest get professional property management if/when we have our own land.
 - More property available recently than in the past few months
 - Could consider clearing wooded property
 - Added risk - need to contract additional services
 - Currently focusing on land with an already cleared section, or ideally “reclaimed” land like the PDF site
 - There are some promising wooded sites in Delmarva peninsula
 - Have discussed in the past having the appropriate paperwork ready to go if promising land comes available
 - Would need a “Statement of Authority” that someone from the Land Search Committee has board’s authority to enter into a contract on a piece of land
 - Would ideally call a full board meeting to review a piece of land before getting a contract in place
 - Board Resolution to be presented in Nov so we can move quickly towards purchase
 - 3 personal panel, not including David to be independent
 - New board member for continuity
 - Earnest money deposit will likely be surrendered

- Event Planning - PDF -

- Board Role for PDF and knowledge transfer meeting held Oct 24
- Board Role for PDF Document
 - Discussed at G&F - Line 8 - Due to change in funding structure for art (now 25% of ticket sales instead of prior year funds) - overages should be updated to be the purview of the board not the PC
 - Line 9 - In the past (not last year) we charged a flat 10% cost. Need to start enforcing that again to pay for purchase (near-term) & upkeep (long-term) of land

- Hatter report out on Recruiting event (aka Philly Happy Hour)




- Have 10 new potential coordinators coming on board for PDF coming from that event (and leadership recruitment events)
 - **Sanctuary**(co-coordinator) -
 - **Greeters**(co-coordinator)
 - **Art/Comms**(co-coordinator)
 - **Art Grants**(co-coordinator)
 - **BART/Medics**(co-coordinator)
 - **Lamplighters**(co-coordinator)
 - **DPS** (Lead)
 - **1 TBD**
- Afterburn DONE
- Key BOD Takeaways/Action items
 - Need to focus support on Rangers, Sanctuary, Gate, DPW
- Insurance - check D&O coverage
 - <https://drive.google.com/drive/u/1/folders/1pOLi7ErkfcPop3xnXpimNvvv2pQi8Jmq>
- Next PC Calls
 - Nov 6 @7 (Sunday) canceled
 - Dec 4 @ 6pm
 - Jan 8 @ 7pm

- Meeting with PC Coord for PDF 2023 timeline, upping art grant open date
 - WIP Not yet scheduled
- Community Art and Civic Engagement
 - CACE is the umbrella for all “non-event” community engagement
 - Nov 5th Philly-area event hosted by FPCS/PDF
 - Baltimore has a monthly brunch thing? Picnics?
 - DC Happy hours has started again, run by ?
 - Nexus (DC RC) runs burner happy hours intermittently.
 - Consistently at Metrobar on Thursdays apparently
 - Considering scheduling another PDF happy hour in NJ or DE
 - Community Grant Program
 - MALC 2023 -
 - 2 intro meetings went well, Kickoff Meeting on Tuesday 11/29 7pm
 - Planning a 2-day meeting like in 2018
 - Interested in holding MALC again in DC/Baltimore area because Patty & Millie have more connections there
 - <https://firepony.org/malc2018/> Website from 2018
 - [Final report for MALC 2018](#)
 - FPCS doesn't “own” MALC, but do fiscally sponsor it.
 - Last event made \$1400
 - We front the large purchases, let MALC use our Zoom and Ticket system, like we do for CB or PDF
 - Last time venue was an art collective/warehouse in Baltimore, a theater before that
 - Used Pathable for event platform last year
 - Event was like a conferences, small breakout sessions with several large meeting with small breakout sessions
 - Had Danger Ranger as a keynote/plenary
 - Had <some number> of rooms sized for 20-30 people, total of 100 attendees
 - Talked both how to do better burns, how to spread the burner ethos into the default world
 - Art Grants
 - 2022 grant program on hiatus due to staffing
 - 2021 Grants: needs to connect with artist with new deadline for report out.
 - RIDE FirePony: Radical Inclusion Diversity & Equity
 - Action items
 - New chair for this committee
 - RIDE survey sent to Constellation and Board .9.17.22

- OnTap - Analyze PDF Survey results, and now CB results
 - CB survey results overwhelmingly white, 91 responses means ~16+% error
 - Have had one person reach out to express interest
- Connections Committee
 - firepony.org/volunteer needs updating / revamp to simplify -
 - Next Burner Banter Hour - 3rd Wednesday of every month
 - A few regulars :-)
 - Next meeting Wednesday Nov 16, Dec 21
 - Zoom ID 750 660 4772
 - Card exchange?
- Dream is that board meetings will someday be all CACE and events will be community driven
- Technology Committee
 - Working on scheduling a Tech Committee meeting
 - Need a system for tracking Rangers
 - Provide a system where folks can control what information is available on them and if they're present in the system at all
 - Not a lot of available software gives users control. Options are also outside our budget (\$18k/yr) or doesn't meet our needs
 - Write up a minimum viable product description for this system
 - Want confidence in anything that will be holding PII
 - If we have to roll our own, once we have something working maybe we can offer it to other regionals
 - Want to track
 - User PII, which they can update/remove on their own
 - Our information on how many shifts they've worked, trainings, etc
 - New Ticket System Status
 - Newer BOD members being brought up to speed
 - Need for this is accelerated because of MALC, may need to use the old system
 - May have to go with Brown Paper Tickets for MALC depending on state of ticketing
 - MALC is the easiest of the 3 FPCS events re: ticketing
 - M4 is ready to handoff Google controls & Ticketing
 - Is a new grant from TechSoup for AWS available?
<https://www.techsoup.org/>
 - Zoom account migration in progress
 - Site technology infrastructure:
 - Need a community member to step up to oversee/maintain site tech

- Ticketing has to be a close hold because of how coupled together it is with money, paypal, etc
 - Need to get some non-board folks brought in with slightly lower access level than the m4/Wax admin level
 - Promise a hot new ticketing system ready for PDF
 - Want a year-round development team dedicated to ticket system
 - Used year round: MALC, PDF, CB
 - Would need QA, testers, artists, devs, what have you
 - Want a dedicated project manager
- Ranger Council Update -
 - Mtg on Reimagining FPCS Rangers
 - Need a deeper Ranger bench, building up a ranger culture
 - Tie rangers into events outside PDF/CB/MALC
 - Other communities have Rangers ranger burner parties
 - working tech side of community building, BRC clubhouse
 - looking at the core list and building out recruiting
 - The elevator pitch for what FPCS Ranger principles are: “we’re not your mom but we’ll call her”
 - Scheduling recurring meetings to keep these moving
 - BRC clubhouse may work for Wax’s tech needs above, some aspects of it make it difficult to work with
 - Also talking Slack, Discord as options
 - Drupal
 - Constellation 2022 Ranger report?
 - Pink light camps worked well
 - Ranger Afterburn is in, no one has read it
 - Find more rangers please
- Safety Committee -
 - Hiatus
 - Nothing new to report
- Communications -
 - No news
 - “What does the BOD do” elevator pitch
 - Who wants to help craft this? May do this at retreat
 - Currently on the board page of the website “As with any nonprofit oversight body, the function of the Board is to set policy and direction for the organization which are consistent with federal, state, and local laws, and to see that these policies are implemented and that all legal responsibilities are met.”
 - New board members: need paragraph and photo for website

- Revisit / clean up advisory team?
 - What is the role of the advisory board
 - Thus far we've only reached out to folks for specific info
 - Could also extend Ride survey to the Advisory Board
 - Almost exclusively former board members, has also included folks with valuable knowledge to contribute but not enough bandwidth to join the BoD
 - [Board of Directors | FirePony Creative Society](#)
 - Next Newsletter (s):
 - None planned
 - Topics for next Newsletter
 - MALC
 - Ranger council?
 - January Meetup?
 - Constellation website cleanup
 - Want conduct link on all three websites (PDF, CB, FPCS)
- BoD Flag/Swag/Etc
 - FLAG: Karnak needs a flag for some kind of chicanery at Constellation
 - STAMP: Have a design, no physical artifact. Who wants to chase down getting the stamp made?
 -  PDF corporate seal.pdf
 - BIZ CARDS: for giving to vendors
 - Anything Else
 - Dec11 meeting
 - Will keep it short, push it to 7pm
 - Calendar and Communications
 - MALC mtg 1/28
 - PC Call
 - Nov 6 @7 (Sunday)
 - Land Committee - 2nd tuesday 7pm
 - FIN & GOV Committee -- Nov 20, 6pm
 - Burner Banter - 3rd Wednesday @ 7
 - Oct 19
 - FP Newsletter - see comms above
 - BPE Newsletter - none planned
 - Shooting Star - complete
 - Ranger Committee Mtg -
 - Technology Mtg -
 - FP RIDE - low interest at PDF, on hiatus, want to gauge interest by new board members
 - Conduct

Actions

- Meet to list questions for a lawyer about insurance coverage
- Pursue a corporate credit card
- Follow up with Producers on what happened with art carts
- Set up site visit with TRA folks, Miles, include Toaster for handoff
- work on Google handoff
- Meet to start ticket handoff
- schedule Ranger/Safety meeting
- walk through mail chimp

Meeting Adjourned at: 19:56

Committee assignments:

- Governance and Finance: Ursula, Miles. David, Cramer
- Land Purchase: David, Miles, Bucky
- Event Management: Constellation: Miles. karnak. Cramer, Aye
- Event Management: Playa del Fuego: Smiles, karnak, Hatter
- **CACE/ Art grants: Wax, Lotus**
- CACE/ Ride: Smiles, Aye
- CACE / Community Connections: Smiles, Ursula
- CACE/ MALC : Aye?, Lotus
- Conduct: Smiles, Aye, Bucky. Lotus
- Safety / Overall: Epic
- **Safety/ Ranger Council: Epic, Wax, Lotus**
- IT and Tech: m4, karnak, Wax, Bucky, Hatter
- Communications: Smiles, Hatter