

APRIL 23, 2023 MEETING MINUTES

Current Board members: Ursula, Karnak, m4, Smiles, Miles, David, Wax, Bucky, Aye, Lotus, Hatter, Cramer- 12 people

Attendance: Ursula, Smiles, Dave, Aye, Bucky, Wax, Whatever, Hatter, Karnak

Quorum - 7 people

Agenda

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

Welcome and Check-Ins

Review and Vote on February Minutes:

Accepted unanimously

Review and Vote on March Minutes:

Accepted unanimously

New Business:

- To do: Set board safety meeting and ranger escalation process date (suggested dates are May 11, 2023 or May 18, 2023)
- Board Recruitment opens May 15-June 15
 - Deadline for nominations: Wednesday, June 14, 2023 11:59pm ET
 - Open public comments: Thursday June 15, 2023
 - Close public comments: Saturday July 1, 2023
 - Interviews: July 2-12, 2023
 - New members seated in August
 - Board meet and greet at event Saturday 2 to 3pm at Participation Station
- Securing a mailing service
 - Currently board members are listed as the mailing address
 - Idea would be to find a service that could receive and forward mail to provide a fixed address for the org
 - Taxes and financial accounts
 - Need to take this back to G&F
- How do we as the board request CACE/Admin/Land funds from the events
 - Historically the numbers are
 - 10% - Admin
 - 5% - CACE

- 1% - Land
 - Past events not charged for land or CACE
 - Admin should really be a flat fee
 - Also need a policy for what happens with overages, how Art is handled
 - Propose creating an annual Firepony budget
 - Zoom
 - Storage
 - Electronic services
 - PDF Budget 2023
 - CB Budget Draft 2023
 - Stick with 10% for admin, for CACE or Land
 - Art percentage is at Producer discretion
 - Need to meet with Producers and PC Coord about how to handle surplus, CACE, Land, going forward
- DC Town Hall events in May
 - Former Board member may have old slides
 - Need to mention RIDE ticketing
 - Figure out who presents at which event, should be able to cover these

Old Business:

Event Planning - PDF (Bucky, Hatter):

- Ticket sales
 - Extra round of tickets were released on April 19,2023
 - 123 sold
 - Ice and re-entry are still open at the moment
 - These were closed during sale
 - Re-entry tallying on the backend is difficult
 - Need a re-entry count for paying landowner
 - Still need to discuss with PC when to shut down sales
- Communication with landowner is through multiple people, including Miles
 - Recommend tightening this up to offload Miles
 - Bucky and Hatter will flip a coin offline to decide who will handle comm going forward
- Safety plan due to landlord by April 26 - needs final review by Wax, Hazmat
 - PDF Safety Plan
 - Will be covered at PC Call 5/21, 19:00
 - Adding new content, i.e. active shooter
 - Discusses escalation chain
 - There is also a Board On Call Document
 - Will be covered at a meeting tentatively 5/18, 19:00
 - Board Sleep radio channel protocol
 - Interacting with law enforcement

- Eviction process
 - Wax to provide Ranger leads to Smiles
 - Smiles to add Rangers to meeting
- Vendor plan due May 1st - Karnak
 - Should be unchanged
- Power Plan due May 8th - Karnak
 - Ice is going to run off of truck again
 - New outlet available in the barn, not planning to use it
 - Don't want to use it since it's difficult to monitor
 - Could move a power-dependent department there
 - Participation, Ranger, Sanctuary are options
 - Participation and Rangers need to be central and visible
 - Should be unchanged
- Art grants - any outstanding contracts?
 - Waiting on 3 contract signatures (including Effigy)
 - Need 1 more W9 - Effigy
 - One contract needs to be canceled/re-issued
- Insurance -
 - Met with insurer last week, needed follow up from us
 - Miles provided all required information, should hear back soon
- Security updates - Karnak
 - Jayderaven has found some local folks who'll do it for \$20/hr
 - Karnak is quoting local security places
 - Costs range \$30-\$150/hr
 - Do we want someone "licensed", professional company
 - Licensed means they are insured to work security?
 - If we get a company there's more accountability
 - Original budget was \$10/hr.
 - We paid half
- Any payments due? How are purchases coming along?
- Mobility golf carts
 - 2 extra golf carts for mobility access?
 - Scheduled times / Bus stops?
 - We have preliminary Go ahead from Planning Coordinator
 - Maybe schedule a meeting with stakeholders to solidify?
 - Monday or Wednesday after 8pm
 - Any interest in driving besides Miles and Smiles?
 - Preliminary interest from some coordinators
 - Volunteer drivers include: Smiles, Miles, Fiona, Hatter, Whatever, Whoever, Bucky, Aaaaaaye, Mr Wax
 - Work on route with city planning
 - Decorate golf carts?
- Coordinator Retreat

- Ursula has contacted the venue in the past, should hand off to Hatter or Bucky
 - Hatter will be new point person
- Portos?
 - Not sure if this needs to be done again

Finance and Governance (Dave, Miles, Ursula, Lotus):

- Working on account handoff for FSA and Wells
- Working on setting up a separate Google calendar for updates and necessary items
 - Lotus will pair up with Dave to make sure this is coming along, hope to have it done by May 15
- Insurance
 - Miles working with Ursula on update to D&O
- Taxes
 - MD taxes filed
 - Federal taxes in work, due May 15
 - Planning to meet this date rather than request an extension
 - Return is partially complete, 2022 books are closed
- Lawyer update
 - No update?
- Financial update every quarter
 - Probably starting next quarter
- Annual Report is coming along, Afterburn reports have already been sent to Burning Man
 - Committees that need to update - Information is for 2022!
 - G&F
 - Land
 - Technology
 - Safety
 - Ranger Council
 - Please review before PDF '23

Safety/Ranger Council Update (Wax, Lotus):

- Had a meeting with prospective Ranger leads for PDF
 - Wax is working on a Ranger manual and SOP for leadership
- Ranger meetings for PDF tonight and May 16th at 8pm

Community Art and Civic Engagement (Ursula/Smiles, Lotus, Aye):

- MALC was this weekend!
 - Fantastic Event! Thank you to our wonderful host Dave and Sioux, and to all board members that made it possible, Lotus, Ursula, and Dave and the whole MALC team

- Other FirePony attendees Smiles, Whatever, Wax + representation from Ignite, SummerIsle, Portal, PDF, Constellation, regional maker space, BM, RCs, newbies and more
 - Smiles' big takeaways: we all challenged by insuring our events and we don't think the BM Regional Network is that impactful to producing our events
 - Others' takeaways?
- Aye has drafted the Google form for the RIDE ticketing initiative
 - Status 8 applicants. 5 who did not already have tickets. 1 who has never been to a burn.

Conduct Committee (Aye/Smiles/Lotus):

- Cases are in progress, working on closing as many as possible before PDF
 - 10 active cases
 - All cases have plans of action
- Conduct Vote:
 - Passed by unanimous vote
- Starting an initiative to create a more trauma-informed process

Communications (Smiles):

- Future communication for board nominations added to BPE

Technology Committee (m4, Wax, Hatter):

- Password Management
- Two new folks on tech committee
 - Smiles stop responding on tech
- Need to regroup after PDF for Constellation

Land Purchase (Miles, David):

- New site visits?
- Field trip in work for May 5th to go to Elk Lick Township in PA
- Working on a land trust proposal

Event Planning - Constellation (Aye, Cramer):

- Site and storage
 - Storage move next weekend
- Communications
- Planning progress
 - Reviewing budget this week
 - Golf carts reserved
- Need to start poking Wax and m4 on ticketing system

Calendar and Communications

- MALC mtg - every Wednesday @6:30 (not on FP Zoom)
- PC Call
- Land Committee - 2nd Tuesday 7pm
- FIN & GOV Committee - 3rd Tuesday 7pm
- Burner Banter - 3rd Wednesday @ 7
- FP Newsletter -
- BPE Newsletter -
- Shooting Star -
- Ranger Committee Mtg -
- Technology Mtg - Wednesdays @ 9 EST
- FP RIDE -
- Conduct -

Regional Contacts

- <https://regionals.burningman.org/becoming-a-regional-contact/>
- Dave, Kelly, Aye interested (Aye has emailed and begun process, as well as talked with JR and Millie)
- 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
 - Baltimore: Millie
 - Philly: Giggles, Sara Tonin, Don Wilson, Geri Omni

Actions

Committee assignments:

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