

FIREPONY CREATIVE SOCIETY

Board of Directors Monthly Meeting Agenda

February 13, 2024

Zoom:

Join from PC, Mac, Linux, iOS or Android: <https://zoom.us/j/7506604772>

Backup Zoom:

<https://us02web.zoom.us/j/89714249596?pwd=UXVNYINza3ZPS291eWIJMFpGZEhqUT09>

firpony.org/zoom

Meeting ID: 750 660 4772

Current Board members: m4, Smiles, Miles, David, Wax, Aye, Lotus, Hatter, Cramer, Tovia- 10 people

Attendance: m4, Smiles, Miles, David, Wax, Aye, Lotus, Hatter, Cramer, Tovia

Quorum - 6 people

Welcome

Agenda Review and Update Time

Upcoming Board Meetings:

- March Options
 - Thurs 14th - scheduled
 - Sunday 17th
 - Tuesday 26th
- April Options
 - Sunday 14th
 - Thursday 18
 - Tuesday 23rd
- May Options - ??
 - Note May will also have safety meeting
 - Thursday 9th
 - Sunday 12th
 - Thursday 16th

Review and Vote Prior Meeting Minutes:

January 2024 Board Retreat - WIP

December 2023

Motion to approve prior minutes:

December Vote: Passed Unanimously

New Business:

Board member Bucky stepped down prior to the February meeting.

Accurate Committee Assignments:

- Governance and Finance:
 - Chair: Disciple Dave
 - Members: Miles, David, Cramer, Lotus, Aye
- Land Committee
 - Chair: Disciple Dave
 - Members: David, Tovia, Miles, Jack
- Technology
 - Chair: m4
 - Members: Wax, Hatter
- Event Operations:
 - Chair- Aye
 - Members- Miles, Hatter, Cramer, Dave, Shawn R, Fiona
 - Liaisons
 - PDF- Hatter
 - CB- Cramer, Aye
- CACE
 - Co - Chairs - Lotus and Aye
 - Members: Aye, Wax, Lotus
 - Ride- Aye, Ellamira, Marisa Zimmerman
- Safety
 - Chair: Tovia
 - Members: Lotus, Wax
- Conduct
 - Chair - Lotus
 - Members - Aye, Smiles, Tovia, Dharma
- Communications

- Chair - Smiles
- Members - none

Old Business:

- Burning Man 2023 After Burn Reports
 - Submitted last week of December
 - Smiles submitted for PDF
 - Whatever submitted Constellation

Board Retreat:

- Held January 19-22, 2024
 - If you have reimbursements, please submit this month
- Location: North East MD
- 2024 Agenda
 - Who Are We?
 - Where Are We Now?
 - Where Are We Going?
 - How Can We Do It Better?
 - How Do We Get There?
- 2024 Board Retreat Report - Not Started
- Some Significant Changes:
 - Lotus stepped down as Secretary
 - Lotus now Chair of conduct
 - Creation of Event Operations Committee
 - See Below
- Focus Groups and Tasks - See Committee Sections

Finance and Governance (Dave, Miles, Whatever, Lotus, Aye, Tovia)

- Status & Updates (General)
- Tax filings
 - 2022 Status - Complete
 - 990 Fed and St taxes will be submitted on time (no extension)
 -
- FSA Funds
 - Current Balance of \$568,000 at FSA.
 - Reimbursement from Well Fargo for Short Term transfer in September not yet complete
- Operating Cash
 - Current Balance \$76,000

- Includes amounts from FSA for Short Term transfer in September of roughly \$24,000, which is to be reimbursed to FSA accounts
 - Remaining is sufficient to meet the needs of current operations and any early fundings required to support PDF event prior to ticket sales starting March 3
- D&O payment update (Deadline is in May)
 - Status - WIP
 - Discussed Purchase Workperson's Comp for event
 - Will discuss options in G&F
- 1099s
 - Submitted 1099-NEC forms for 28 grantees on 26-Jan, totalling \$35,706.24
 - Quickbooks should have both mailed and e-mailed recipients
 - Sent a separate reminder email to recipients and treasurer on 10-Feb
- Contracts
 - PDF
 - Status
 - Constellation
 - First meeting with Teaberry Productions on 12-Feb
- Event overages
 - Discussion
 - Invest in FSA - Yes
 - Keep for operations - Funnel into operations only to cover events' financial shortfalls
 - Need to create a formal plan for how/when to sweep overages into FSA
- Mailing address and Service / Registered Agent
 - Status: David taking point to select a registered agent
 - Registered Agent and Mail Service in one
- Bank Move
 - Committee to tackle this issue in March. Chairperson wishes to remain with the current bank and migrate automated checks and billings off of Wells Fargo's systems and into the QuickBooks accounting system of record. This would include vendors and art grant recipients
- Other / New Topics
 - Interbecs event list
- Reports
 - 2022 Annual Report
 - 99% done
 - 2023 Board Retreat Report
 - Draft - WIP
 - 2023 Burning Man AB Reports
 - Complete!
 - 2023 Annual Report
 - 2024 Board Retreat Report
- 2024 Board Retreat Tasks
 - Align Budget Categories across events

- Budget categorization will be pursued using “Category” classifications for each transaction in QuickBooks
 - FSA Accounts must be segregated by intended use and different risk profiles assigned
- Onboard / Offboarding Documentation
 - Assigned - WIP

Technology Committee (m4, Wax, Hatter):

- **PeaCock**
 - Status & Updates General
 - Working to get production AWS instance set up
 - Red Team - Peacock
 - Status & Updates
 - All issues identified at retreat were fixed
 - Testing Status
 - First load test at PC call Feb 18
 - Burner Banter Hour Demo and Account Creation
 - Feb 21st at 7pm firepony.org/zoom
 - Peacock Rollout
 - Load test this Sunday
 - Sunday at PC call
 - Adding support for Agreements
 - “Pony Game”
 - Getting finalized PayPal API Keys
 - M4 will work with Wax to get production running
 - Blue Team
 - Status & Updates
 - Going with “Humantix” if everything falls apart.
- 2024 Board Retreat Tasks
 - Ticketing Language Focus
 - Waiver Focus Group
 - Aye, Smiles
 - Auto Email Verbiage
 - Unassigned
 - Status
 - FAQ for website
 - Hatter, Wax
 - Terms & Conditions
 - M4
 - Privacy Policy
 - m4

- Other / New Topics
 - Website Permissions for Appropriate Committees
 - Posting to Website Learning Session needed
 - Finance and Governance
 - Communications
 - Playa Del Fuego
 - Constellation
 - Transitioning for m4's departure 🥲
 - Payment stuff for Peacock
 - Now support credit cards
 - Want to test with real credit cards ASAP
 -

Land Committee (Miles, David):

- Status & Updates - Skipped for Time

Communications Committee (Smiles, ??):

- Status & Updates - Skipped for Time

Safety/Ranger Committee (Wax, Lotus, Dave, Tovia):

- Status & Updates - Skipped for Time

Community Art and Civic Engagement (Lotus, Wax):

- Status & Updates
 - Wax having event which will donate to FP art fund
 - DC Town Hall
- MALC 2023 Wrap Up
 - Status & Updates
 - Report Finalized
 - Finalized Budget
 - Art Grant Recipients
 - No response from MALC team (from Dec meeting)
- 2024 CACE Grant Series
 - Discussion
 - Maybe
 - Create accountability policy
 -
 - Website Update
 - Review and Update published info
 - Status
- RIDE
 - Status & Updates

- Recruited help
- 2024 Board Retreat Tasks
 - Local Workshop Events
 - Budget
 - Philly Event
 - Lancaster Event
 - DC/Baltimore
 - Wax's event at Maryland Meadworks (not official FirePony)
 - Huge response!
 - Art fund donations
 - Possible URL/QR code for interested people/artists
 - Content Multiple short presentations
 - Give the people what they want - art/craft seems a big draw!
 - Locations
 - Burner-friendly businesses?
 - Libraries
 - What are the extra things we want? Food, drink, reception after?
- Other / New Topics

Conduct Committee (Lotus, Smiles, Aye):

- Status & Updates - Skipped for time

Event Operations Committee

- Newly formed committee during 2024 board retreat
- Chair - Aye
- Committee Members
 - Miles, Hatter, Cramer, Aye, Dave
- Status & Updates
 - PDF nor Constellation no accurate info on BMORG SITE
 - Still no response from contacts on this
 - Fleshed out some of the details of cart policy from bod retreat
- Inaugural Committee Meeting 02/07/2024
 - Mission Statement
 - Agenda Notes
 - Topics Committee will cover
- 2024 Board Retreat Tasks / Topics
 - Waiver Focus Group
 - Regular?
 - Golf Cart
 - Digital vs paper
 - Research other burns and their golf cart policies
 - Define Board Liaison Role

- Define Event Wrangler Role
- BOD transitional role
- Other / New Topics
 - Should the Committee folders for CB and PDF move to the BurnOps drive

PDF Planning (Hatter):

- Status & Updates
 - Donation from anonymous donor for Pony - \$2k
 - Additional donation also expected
 - Looking into insurance questions
 - Low income tickets form now open
- Ticket Aid Form

Constellation (Aye, Cramer):

- Status & Updates
 - Started contact negotiation
 - Starting master timeline soon
- 2024 Master Timeline
 - In progress
- Contracts
 - Met with Teaberry Productions 2/12
 - Miles, Aye, Cramer, Shawn in attendance
 - Dog issue will be part of the contract for 2024
- Organization and Structure
 - Shawn has proposed org structure changes
 - Polled members on moving to zoom/slack, they like discord
- CB Retreat / Work Weekends
 - In-person retreat canceled.
 - Considering a virtual thing in March/April
- Other / New Topics

Motion to adjourn: