



Program Board Agenda

Associated Students
May 21st, 2018 5:00 pm

SB Harbor Room

CALL TO ORDER: 5:44PM

A. MEETING BUSINESS

1. Roll Call

Name	Note: absent (excused/not excused) arrived late (time) departed early (time) proxy (full name)	Name	Note: absent (excused/not excused) arrived late (time) departed early (time) proxy (full name)
Alexander Burrow		Nathaly Pacheco	
Carla Martinez		Niko Jordan	
Darya Behroozi		Paul Ostrick	
Jazz Smith-Torres		Ryanne Ross	
Josue Garcia		Saloni Methi	
Justin Taing		Shahar Roda	
Kailah Korsh		Tarush Mohanti	
Maggie Renshaw		Taylor Glatt	Late (6:30 PM)
Maya Samet		Grayson Hernandez	Absent (excused)
Mia Pollini		Grecia Martinez	Absent (excused)
Michael Cueva		Laila Voss	

1. Acceptance of Excused Absences and Proxies

MOTION/SECOND: Burrow/Jazz

Consent: Consent with 15 present

B. PUBLIC FORUM

C. ACCEPTANCE of AGENDA/CHANGES to AGENDA

MOTION/SECOND: Nathaly/Kailah

Consent: Consent with 16 present

D. ACCEPTANCE of ACTION SUMMARY/MINUTES

1. Approval of our Action Summary/Minutes – 5/7 Meeting

MOTION/SECOND: Nathaly/Burrow

Consent: Consent with 16 present

2. Approval of our Action Summary/Minutes – 5/14 Meeting

MOTION/SECOND: Burrow/Shahar

Consent: Consent with 16 present

E. ANNOUNCEMENTS

Tarush- Thank you for joining us and for helping out at X.

F. WEEK IN REVIEW

1. FTF: Death of Stalin- 5/14
 - 7pm- 39 people, 10pm- 64 people. Posting in deadpool page helped with attendance.
2. Free Prescreening: Deadpool 2 - 5/15
 - Reached capacity. People made fake tickets- in the future we need to be more sure. Turned people away after we noticed. Even if there were no fake tickets, it probably still would have maxed out.
 - Tarush: Make sure people know that even if they have a ticket they may not get in. We will work on it for next year
3. X18

Leading up to the event

Thank new board and make sure they know how appreciated they were and that negative stuff is mostly towards old board lol

Wednesday --Plywood

Thursday--stage load in

- Needed more time, we need to account for that

Friday--vendor load in

- Video wall built pretty fast
- Need more accurate documentation of porta potty and tent placements
- Lucidity worked pretty efficiently. Dragon guy late (through Lucidity)

Josue- We should change the way we do the plywood road- would be easier if we laid out a hub where they could reorient before entering. It would be smarter if we made a large section in the beginning then made a straight line going diagonally.

Jazz- Can we make sure there is a sketch before we forget? Shahar and Kailah will work on making a sketch of where tents and porta potties were placed.

Sunday

8 people were late--unacceptable, call time is the same it has been for X (old board especially)

Artist

All arrived on time

Easy to communicate and work with

Charli and DRAM hanging out lol

All posters signed (:

Overall 4 acts better will touch on this more with production

Played full sets

Releasing set times worked out nicely

Portafloor/Doors

- soundcheck done on time, portafloor held us back from opening doors

- Portafloor late because barricade was late

- signs were not hung up

- doors opened 1:15

- Doors opened before the fire marshall approved the portafloor- won't be a problem in the future because getting a

new portafloor.

- Saloni- there were not enough volunteers

- Darya- there was a piece missing. Be sure to communicate problems with future coordinators so we can work it out.

Production

Nice to work with RAT again

4 acts--added 5 min to each set change

Able to use full stage for all the acts--looks better

Soundcheck ended on time

All acts on time except for Dillon since they were trying to figure out the visuals for the video screens

Landon locked out of laptop

Backline

Charli's team didn't mention wireless mic -took a long time to sound check.

Forgot to bring snare

Important for stage manager and production coordinator to work together before DoS to make things run more smoothly. Printed set times, riders and soundcheck schedule very helpful

Add stage pieces on stage right

Fence was slightly cutting into the bottom of the screen

Josue- this would complicate the space and the staircase on the right, but it would help with set changes and hosting bands. Send vendors to park in the back.

Maggie- Staging started late, gate was not opened until 9 on Friday. We had an issue with a computer, there were no images on the screens for DJ set.

Go vision made a mistake with pixel map we sent over but they had extra screens and were able to fix it. Taylor doesn't like side mobile screen.

Pub

DJBJ photographer-- allowed on stage during set but was in the way for the set change, need to be aware of that

Should look into live feed on side screen next year

Nat- the Daily Nexus photographer was late but very nice, especially compared to last year

Info Booth

Need board member stationed there at all times

Merch numbers?

We publicized that it was cash only but they did have a card reader

Maya- ticket office said they sold 37 shirts

Niko- they stopped selling during Dillon's set

Jazz- we should sell after the show

Marilyn- they were scheduled until 7:30 but cleaned up at 7:05

Hospitality

-thank you to everyone who helped, always a team effort

-everything set up on time

-started cleaning right when we could which expedited process

-should have 3 runners at least

-should have coffee and breakfast ready by 6am for production crew

-ucen catering: we emailed but they didn't have it saved

-catering barely touched by artists

-lunch was a little bit confusing but all the food was eaten

- Tarush: Make sure things are organized better and that there is enough food for everybody. Production usually scheduled lunch for 2:00.

-kyle's always a hit

-label food that's being set aside, volunteers were taking water bottles for EMTs

-hosp should have a printed sheet of which food is for who to make sure that ppl get first priority if needed

Event Safety

- Miller was dancing
- Miller who was supposed to be watching the colorful ball kept leaving
- CSO's very communicative
- cso's told people to leave water bottles at the entrance
- confusion at the beginning about what was being let in and what wasn't. I was under the impression we were doing no bags but we had publicised only no large bags so i agreed to fanny packs and small bags.
- blankets ok said no to flags and posters
- shortpiece situation -wasn't delivered. helped unscrew bottom section to work over the cord and used our short piece for FOH
- Put trash cans outside venue where checking IDs.
- CSO's helped put bike barricades away during last act
- guy got arrested backstage
- disabled student FAQ

Student Vendors/Professional Vendors

- peter was handling student vendors, kept close communication with maya. No major issues to my knowledge
- woodstocks a little late but still set up on time
- hubert's a hit but their load out was taking way too long and dillon's team was trying to leave
- 10 student vendors
- hiwi: not the best idea, labeling confusing but it was the only board meal we got sponsored
- next year reach out earlier for sponsorships; maybe subcommittee needs to start earlier or more board involved in sponsorship outreach-better training on procedures for soliciting sponsorships. Decide on deadlines more in advance-when do you need to have the sponsors in place.

Activities

- lost the dragon ball =/ Pali was there supervising but did not notice multiple times when dragon ball was taken; otherwise, dragon was good! Colors were nice.
- Next year should maybe station a board member there or have ppl from the info table keep an eye on inflatable bc they tend to get blown over
- all vendors arrived on time, everyone had shade, power, etc. that they needed
- gif booth/face paint/henna/jousting/aerial silks very popular
- rec cen was super easy to work with for aerial silks and it was really cool!
- thank you to new board who stayed at jousting - ik it was boring but it was such a huge help
- jousting arena was moving with wind--need to take into account.
- maybe too close to the fence--slightly dangerous. Also should screen out people that were intoxicated.
- Lucidity did good job of coordinating the shades with our theme--but the inflatable was a little hard to deal with. Pali was late and a little difficult to communicate with.

Ticket office/lines

- scanning the whole time, lines not as impacted maybe releasing set times helped this
- had more people scanning IDs at the front.
- people trying to re-enter were redirected to the ticket office so we can check their perm

Acts

All the performers were really good, high energy. Good acts this year.

Next year we need to advance things a lot earlier. Giving deadlines, confirming earlier.

G. PREVIEW OF THE WEEK (Upcoming Events)

1. FTF: Game Night- 5/22

2. 6:30--Paul, Jazz, Nico and Justin. 9:30-Burrow, Mia, Tarush, Maggie. Suppose to be a good movie.
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3. NoMBe in the Hub - 5/24- This Thursday. Graphic approved and poster is in the office. New Board encouraged to come. Tickets around 40 right now, a little low. Need to keep pushing it--doing a facebook ad right now. 6:30 call time. Hospitality--5pm call time--Tarush and Shahar. Kailah as runner. Front desk-Niko. Kelsey will be doing volunteers for Saloni this show. Try to publicize as much as possible. Should consider tabling if possible this week.
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H. OLD BUSINESS

1. Lagoon Show - 6/1--Concerned with time crunch that may be not enough time. Thinking of lower tier headliner, SB band and an IV band. Hoping this week to choose the artists. Don't want to go into next week without Artists.
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2. Nathan Fielder - 6/3--waiting to hear back from agent.

I. NEW BUSINESS

1. Hub Show - 5/31--Hub reserved on 5/30 but checking to see if it is still available to either Wed or Thursday of next week (Jill needs to check on it). A couple of LA based bands for a free end of year event in the Hub. Two smaller LA bands ARTIST B, ARTIST A. Have tacos through Wahoos. Then maybe a local support. Have we thought about having in Storke instead of Hub? Understaffed with Event Staff this year so will need to allocate more money to CSO. Darya said she is out of town. Also, the 31st is day before Lagoon show.
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J. ACTION ITEMS

K. FINANCIAL ACTION ITEMS

1. Hub Show - 5/31
MOTION/SECOND: Move to pass \$9,222 for end of year event in Hub on May 30 or 31.. Alex/Shahar 10-3-2 Motion passes.
Consent: Motion to pass \$2,000 for ARTIST B to headline the end of year event in the Hub. Starting at \$500 end at \$2000. Alex/Shahar. Consent with 15 present.

L. REPORTS

Thursday Page/Slides Niko just sent. Look at it and give him some feedback.

Facebook Factory

The Marilyn Report -AS Awards Banquet on June 4 at 5:30 in Corwin Pavilion. Transition meeting on June 4. Make sure to meet with your new Board members and work on any fall budgets they may need to pass at that meeting. Let RYANNE know if anyone is interested in summer Board.

I will be out on Friday--possibly no reception staff on Friday.

The Paul Report-Now is a good time while X is fresh to make notes and think about how to improve things for next year.

Commissioner's Report-Great Extravaganza. Transition meeting is coming up--new board's first meeting and old board's last meeting.

Deputy Commissioner's Report-Extravaganza was really cool. Had a lot of fun.

Coordinators' Reports

Alex-

Carla-

Darya-

Jasmin- Enjoyed yesterday

Justin-

Mia-Was a really great extravaganza inside the ticket booth. Learned a lot and people had fun.

Nathaly- Jasmine and I have already met with new pub.

Ryanne-Excited to be working with new board.

Saloni-

Shahar- Thank you for all your work yesterday.

Taylor-

Assistants' Reports

Josue-

Kailah- X was really fun- congrats to Shahar.

Maggie-

Michael- Won't be here next monday. Somebody left jacket at stadium--box truck keys are here.

Niko-

Paul-On general note, love all you guys. Can be a stressful job and don't forget to ask people if they are doing okay, listen and support each other.

Senators' Reports

Grayson-

Grecia-

RHA Report

Laila-

ADJOURNMENT : 7:39pm

Artists discussed during meeting: Michael Seyer, Katzu Oso

Note: Passing money for an artist does not guarantee the booking of the artist. Most of the time, ASPB will go through many options before our final booking. Suggest artists at asprogramboard.com