



Program Board Agenda

Associated Students
September 21, 2019
2019 Retreat

CALL TO ORDER: 2:26pm

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) |
|------------------------|---|------------------|---|
| Adam Salton | | Kari Liu | |
| Alexis Xa | | Kathryn Quinones | |
| Bethel Tammerat | | Kiyomi Morrison | |
| Brenna Collins | | Lucas Jackson | Absent |
| Brett Friedman | | Mikio Sacramento | |
| Carlos Aviles-Sullivan | | Mitchell Lewis | |
| Conner Jones | | Nathaly Pacheco | |
| Enaiya Judkins | | | |
| Erica Ko | | | |
| Esteban Alvarado | | | |
| Gabriel Reyes | | | |
| Greer Jacobs | | | |

Acceptance of excused absences, absences, early departure and proxies

B. PUBLIC FORUM

C. ACCEPTANCE of AGENDA/CHANGES to AGENDA

- Mitchell Motions to accept absence of Lucas
- Bethel Seconds the Motion

D.ACCEPTANCE of ACTION SUMMARY/MINUTES

- Nathaly Motions to accept Agenda as amended
- Conner Seconds the Motion

- Mitchell Motions to approve Minutes from 6/3/2019
- Nathaly Seconds the Motion

E. ANNOUNCEMENTS

1. WELCOME TO RETREAT!
 - a. Kiyomi - welcome to retreat hope it's fun and not too boring
2. Announcements

- a. **Happy Birthday Adam** - doing this for his birthday (Kiyomi wants a party)
- b. Kiyomi - first meeting sept 30 @ 5pm.
- c. Nath - will be gone Oct 5-12 so trying to get Delirium stuff settled ahead of time.
- d. Mitchell did some cool graphics for the badge and ASPB stickers→ Badges are **NEEDED** for events/shows, if you don't have them then good luck charlie!

F. SUMMER IN REVIEW

1. Summer Session A

- a. Conner - Ice in Paradise: free ice skating; big turnout, music difficulties → 361 peeps (*free*) Make sure that the music system isn't wonky and not waste time. MORE WAIVERS! Always have backups. Fun and well received by students. Ran out of waivers and some people got injured/get names.
- b. Mitchell - no real event but there for most of the movies/helped with tie-dye ; as the summer progressed the movies got more popular. Niko isn't here, but the tie-dye event went really well and lots of fun. A little hectic because I figured things out on the go.
 - i. Kiyomi - Why was the movie count so low?
 - ii. Mitchell - Not enough people in town, and no graphics for all movies.
 - iii. Brett - Pub wasn't the best in general during Session A, neither PUB coordinators but Conner was in charge of socials. Wasn't in the groove of things yet. Session B Pub was pretty cool.dye chemicals. Very popular.
 - iv. Mitchell - one thing with parks was to make sure we have power.
 - v. Kat - figuring out a way to hold tarps down; had to use sandals to hold tarps down (got dye and stepped on) → small stuff that would've improved the event and clean up. Started putting bottles in the buckets so dye wouldn't get everywhere.
 - vi. Brett - had powder to refill bottles but couldn't really mix it well.
 - vii. MD - TONS OF FUN
 - viii. Mitchell - Pre- soak and rolling up shirts. Makes the system smoother
 - ix. Kat - Plain white tees with ASPB logo on it for free PUB
- c. Brett- College Bowling Night
 - i. Brett - Great turnout → lead to downfall :(PUB a week in advance and LOTS of students came out. Kind of figured it out as we went. Gave everyone shoe tickets as they signed up. People had shoe tickets and were not bowling. However, it had a smooth ending.
 - ii. Kat - More people working. Only 5 people and Gabe as volunteer. It was quite messy and needed designated roles.
- d. Kat - World Cup viewing in the Hub
 - i. Kat - Short notice, first week of Session A, talked about free soccer balls / ice cream, but we didn't have enough time, not able to give out food bc conflict with restaurants, lots of people came, played the game on screens in the Hub
 - ii. MD - In the past it was earlier, but since this one was noon it caused the conflict with restaurants because that's when they are trying to sell lunch
 - iii. Kiyomi - maybe show Oscars or debates in the future, register people to vote during debates?

2. Summer Session B

- a. Bowling Round 2
 - i. Brett - Took a lot of emails, had 14 lanes instead of 10, only one group gets a lane per hour to avoid rush, able to sign everyone up in first 10 min to fill whole 3 hours, people knew when they would bowl so they would not wait long, however people left when they heard how long they had to wait, much more organized, bring groups out one by one and gathered in side room which was a lot better
 - ii. Enaiya - Only one or two groups didn't show up, not as big of an issue as it could have been
 - iii. Brett - Pubbed a day or so before, instead of a week which made less buzz

- iv. Gabe - Session A bowling was hot mess, lots of confusion, lane sheet worked much better this time, really chill
 - b. Goat Yoga
 - i. Gabe - A lot of confusion on university's part, "this event never happened" when trying to book spot, 70-80 person turnout, setup at 8am, YoGoat brought goats, instructors, infused water, etc. Started pubbing a few days before but still had good turnout, AS admin liked it, liked being included in events,
 - ii. Nath - Cheered up guy who was sad about midterm
 - iii. Kiyomi - we should do it again
 - iv. Brett - Big fan of morning events because it's a nice way to start the day
 - v. MD - Need to figure out reservations because limited spots
 - vi. Este - Check for construction, sucky issue
 - vii. MD - They said they would be quiet but it was still an issue until I talked to them, showed previous email
 - c. Paint Night
 - i. Este - Successful, 80ish people showed up, ran out of canvases which was an issue, handed out white paper instead and had people group paint, couldn't get rights to Bob Ross, which happened two days before, FIND A PLACE TO DUMP DIRTY WATER and have a clean up plan, people said we should do it again
 - ii. Enaiya - People said they would help clean but nobody showed up
 - iii. Kiyomi - We should clean up the night of the event while everyone working is still there
 - iv. Enaiya - Accidentally left some brushes in the Hub
 - v. Brett - We let everyone take their own brushes / paint, we should have allocated a couple cups / brushes instead of free for all
 - vi. Este - also people weren't watching canvases so some guy took a lot
 - vii. Gabe - people took large amounts of paint and didn't use it all, which was a waste
 - viii. Bethel - If we got non-toxic paint can we pour it in soil?
 - ix. Alexis - maybe reach out to CCS to ask about how to get rid of paint
 - x. Este - maybe work with an artist to have them "lead" a painting for next time, maybe do it somewhere in the art dept. Instead of Hub
 - d. Silent Disco
 - i. Bethel - No one showed up for a while, after an hour people came, less than 100
 - ii. Brett - At least 80
 - iii. Bethel - Definitely do it again in the future, maybe off campus to get a different crowd, Dj was easy to work with but music was not what we wanted, he was unclear about genres
 - iv. Gabe - One channel was my phone playing rap
 - v. Brett - had a snow cone machine, but we should do this event in the dark, so in the future snow cones might not be the move
 - vi. Gabe - Dude I was so hot
 - vii. Bethel - Things that could have gone better: Dining hall hurt turnout because people were full, maybe do it an hour later so it's dark and dinner won't be an issue, tray and door of snow cone machine went missing
 - viii. Enaiya - we found it at the office
 - ix. Bethel - confusion over who turned in invoice
 - x. Nath - we need a new event numbers sheet
3. 9/18 Between Two Ferns Prescreening
- a. Este - thanks to everyone who shared and PUB'D the event - Thanks Enaiya our publicity queen. Gave tickets to the AS Tix office and a few people picked them up but not many. Md gave tickets to RA staff - requested about 60. To PUB event more Brett and I tabled for 2 days and was the most effective PUB.

- b. Brett - I was enforcing that the sorority girls to go, talked to pres of DG - announced it. Zach G green screen was a genius idea.
- c. Nath - Photo booth?
- d. MD - Ra's sent a thank you email.
Este - Table more if future pre-screenings pop up and maybe not do one this early in the year. Pre-screening people got set up at 6:30 but no one from board was there so they set up in the wrong area. Marketing team gave ASPB 5 \$25 Uber gift cards and raffled off 2 Ferns. Asked a simple question who put the event on: "Board Program" did apparently. More people tried to answer this question than how to spell Zach's last name. Total of 97 people showed up, and everything went smoothly.
- e. MD - if we do something early on, we need to take into account of everything that is going on. Lots of orientations going on at the same time.
- f. Enaiya- guy with the most hearty laugh. hehe

G. PREVIEW OF THE WEEK

1. 9/25 Lagoon Film

- a. Este - is it full or half board?
- b. Kiyomi - It's been full in the past
- c. Nath - Half of board PUBs for Welcome Back
- d. MD - In the past people weren't here, people should be here
- e. Kiyomi - Since its our first event, we expect everyone to be there
- f. Este - it starts at 8 but maybe earlier since the sun goes down earlier, Call time is 7PM, sent contract and invoice for screen, changed UCEN reservation from 6-10 to 6-12, we're gonna get snacks for people, good time to PUB for Welcome Back
- g. Bethel - We should see how many people came last year to estimate snacks
- h. Kiyomi - in general someone should send out everyone's role for the day
- i. Este - we need to coordinate with Hub to announce / market events on their page
- j. Kiyomi - They announced the event before we did which is an issue
- k. Enaiya - instead of making their own event, they should share our event
- l. Mikio - They should use our graphics as well because their event was just a regular picture
- m. Kiyomi - Talk about getting volunteers set up
- n. Erica - We should table in IV instead
- o. Brett - Last year i had no idea what was going on since I was a transfer, tabling at Pardall would have been much more influential than tabling at the Arbor, people are more willing to listen
- p. Kat - RAs encourage their residents to go to events, so people in UC housing already know the events, but people living in IV may not know
- q. Alexis - Do we have point people for these different communities (transfers, etc)? It would be easier if we had certain people to contact
- r. Kiyomi - We do kind of, like Jill as rep for the Hub, we should find people for RAs
- s. Enaiya - I post in Class of 22 / 23, but I don't have access to 20/21, tabling at Pardall tunnel was very effective

2. 9/28 Welcome Back

- a. Nath - WB is this saturday, YBN Nahmir + Vincent, 8pm-11pm → 9-11 is showtime ; try not to announce set times so people don't flood the gates and all show up at once. Soccer game is on the same day so there might be flooding of people anyways. I will be the main point of contact of course, Brenna is the assistant. Friday, fencing set up and delivered.
- b. Adam - staging and possibly generator set up..
- c. Nath - On Saturday production will set up, going to do shifts, so some people will come in 1-2, 3-4, etc. Adam and Lucas are the point of contacts for the day, Gabe is hosp.
- d. Kiyomi - These are volunteer, but system might change in future
- e. Nath - Carlos/alexis Event Safety ; kari Tickets ; PUB Erica/Enaiya in charge of the press ; Bethel in charge of LOTP; greer in charge of volunteers; info table with possible merch/posters with ASPB info. Load out after the

show ends, do all that we can to make sure the fencing is set up correctly. Had to help tear down the stage last year due to production being understaffed. Might have to do a little extra work for the show just because it is the beginning of the year. Looking at the budget to see if we have anything left over to get food for board since in the past food is not normally provided. Stage load out will be the next morning on Sunday. Mitchell and Mikio will come up with the info graphics of the Do's and Don'ts for the show / Kari will get scanners from the ticket office.

- f. Kat - Set call time?
 - g. Nath - I will set up a chart of who is doing what and at what time.
 - h. Bethel - Anyone have to sit and watch the stage during stage load out?
 - i. Nath - Adam is
 - j. MD - usually speedy loading out.
 - k. Brett - I wanna work at the info table/ photo booth.
 - l. Adam - Lucas put a groupme together for Production Crew, 8am on Friday for production and working on getting parking passes for crew. Working on Company for generators and staging.
 - m. Nath - Kari is in charge of tallying how many parking passes are needed. MD is getting contact for professional security.
 - n. Bethel - Dorian would need a parking pass if we use the Photobooth ; and wanted the check day of show, go through Gateway?
 - o. MD - no check DOS - if we go through gateway then it is in the hands of the department.
 - p. Nath - Remember to stay professional, no fooling around, ask any questions at any time. Access cards → graduate students/Extension students that can't come to the show.
 - q. Kiyomi - General event manners → super professional in how you act and dress, closed toed shoes. Acting in the best way even with Drunk/Under the influence students. Respectful of staff that is hired as well.
 - r. MD- Pub needs to get stuff ready for the info table.
 - s. Erica - Have posters and need merch.
 - t. MD - Movie posters, other stuff that need to publicize
 - u. Greer - how are we managing volunteers?
 - v. Nath - we have volunteer shirts; have a map of what is going on and where everyone needs to be, but I need to run it by MD first.
 - w. Kiyomi @ Greer: talk to any volunteers
 - x. Greer: Yes we have a few
 - y. MD: Need people that have volunteered before bc typically don't have volunteers for WB.
 - z. Nath - expecting a greater turnout than last year - Newsletter for events that have been planned and will be announced by WB
 - aa. Kiyomi - circle back on volunteers, analytics, etc
 - bb. Nath - I'll send an email about it
 - cc. Kiyomi - Congrats to Nath for putting this all together
3. Job Fair - 24 9-12
- a. Kiyomi - Hiring production and event safety staff at this job fair
 - b. Adam - Kris said we have a bunch of resumes to look over after WB
 - c. MD - One of the prod. Ppl needs to be at the job fair, last year they said they wished they had a quarter page, advertise for WB, lagoon film there
4. Welcome Week Publicity
- a. Erica - Tabling schedule is up, all but one slot is filled, question about tabling: Will we do near Starbs or Pardall?
 - b. Conner - We were at corner of Starbs last time, worked well, might be other clubs tabling there
 - c. Gabe - Some clubs might be selling stuff, I think it will be ok / able to find spot
 - d. Kiyomi - We don't technically need permission to table
 - e. Enaiya - Cops didn't have a problem last time
 - f. Erica - Are we moving tables there?
 - g. Enaiya - I think we should have some people on campus as well to advertise to freshmen, mix of IV and campus

- h. Erica - Rn I have two ppl per shift, maybe do one day each place
- i. Kiyomi - might be some sort of festival by AS office, might not be happening, try AS office one of the days?
Coordinate that before weekend is over
- j. Erica - Just ordered 150 WB Posters, and 200 quarter sheets
- k. Enaiya - double sided with lagoon film one side and WB on the other
- l. Erica - Also printing posters for lagoon film
- m. Bethel - Also people weren't posting the posters
- n. Kiyomi - this is a conversation for PUB, have locations where people will poster, start ambassador program to help poster and table, check in with PUB on sunday
- o. Erica - question about university announcement, will we be on newsletter?
- p. Kiyomi - Req has been submitted
- q. Nath - did we ever figure out how propoganda emailed the school?
- r. MD - Maybe orgsync?
- s. Nath - Everyone on board got it
- t. Alexis - I know someone who has more info on that
- u. Mitchell - Daily Nexus has ad space but it needs to be done by this tuesday. Daily Nexus ad space can be purchased every week. Welcome back and tuesday films can be included
- v. Press release has been sent out (on Friday)

H. OLD BUSINESS

1. 10/26 Delirium
 - a. Nathaly - Oct. 26th. Hard time confirming the show because of all the events happening around the date. Artist A's agent is willing to look into 50k. Artist B might not be a good contingency option anymore in light of recent events with Artist C. We should vote for another option.
 - b. Adam - Artist B's rider is insane and probably not something we can meet anyways. We don't really have time to negotiate that either.
 - c. Nath - Are people comfortable with Artist D as a contingency? He does require a video wall and is asking 75k
 - d. Bethel - People love him rn
 - e. Conner - I am comfortable with going up to 70k for Artist A, 10k is enough for a good support and he is very relevant atm
 - f. Mikio - Artist D is recognized, but not necessarily someone that people that to *see live* bc hes mainly behind the scenes as a producer
 - g. Nath - For perspective, I'm going back and forth with Artist A for the next week
 - h. Enaiya - Artist D's most recent album has people paying attention, and his sets are entertaining, can't really go wrong with a DJ, Artist A is our best shot, but Artist D is our best option for contingency
 - i. Kiyomi - Let's vote to see if Artist B should remain as contingency
 - j. Adam - His rider is an issue, we would need to either pull money from talent or pass a bigger budget
 - k. Mikio - Should we compile research / data before meetings?
 - l. Kiyomi - Yes, that's why we will have budgets sent out before meeting
 - m. Nath - Thank you for responding to my emails, you took the time to get data and do it well
2. Merch Budget
 - a. Bethel - Made tweaks to budget, order processed for phone wallets and pop sockets, going to get the proofs soon, prob not in time for WB, but they're coming
 - b. MD - Thru Gateway?
 - c. Bethel - no, should I? She's gonna send me the proofs so nothing is official yet, and I can still pay thru gateway
 - d. Bethel - Also thinking of passing another budget to make real merch like tote bags, also talking about dual-sided pens with highlighters

I. NEW BUSINESS

1. Winter Ecen Show
 - a. Nath - I wanted to get opinions on winter show, haven't done it in a few years, ECEN has openings Feb 1 and 15, it would be open to students and Gen Public, would we want to have one? This is loose conversation, would you prefer 1st or 15th?
 - b. Carlos - Superbowl is first weekend of Feb, might not be good

- c. Nath - I'll work on the 15th then
- d. Kiyomi - Check other orgs and stuff that could affect attendance
- e. Nath - Because of Basketball and volleyball the ECEN is very busy during winter, so those are the only two dates
- f. Kiyomi - There is also Queer Prom called No Body Holy, so we should be careful not to overlap
- g. Nath - I think more people would go home for superbowl than valentines
- h. Adam - good time for booking because less shows, production would be cheaper
- i. Gabe - It could be cool to experiment genre-wise for this show bc its not established and winter is a more indie / R&B vibe
- j. Kat - I think this is a good time to include a latinx artist, so this could be a good chance to bring someone whos not super expensive to try it out, last year I went to Ravyn Lenae and it was \$16-20, so people would be willing to pay for a lineup
- k. Nath - I think Artist E could be good for it, I'll send a budget / artist suggestion email

J. ACTION ITEMS

- 1. Artist B as contingency?
 - a. Yes - 0
 - b. No - 16
 - c. Abstain - 1
 - d. He will not be contingency

K. FINANCIAL ACTION ITEMS

- 1. Reaffirm Summer Email Votes
 - a. Nath - Motion to Reaffirm 6/28 Welcome Back Headliner Vote
 - b. Bethel - Second
 - c. Gabe - Motion to Reaffirm JBL Speakers
 - d. Brett - Second
 - e. Brett - Motion to Reaffirm EarthGang
 - f. Conner - Second
 - g. Nath - Motion to reaffirm WB
 - h. Gabe - Second
 - i. Brett - Motion to change EG date
 - j. Bethel - Second
 - k. Nath - Motion to reaffirm Delirium headliner
 - l. Bethel - Second
 - m. Nath - motion to reaffirm 8/22 vote
 - n. Brett - second
 - o. Conner - motion to reaffirm 822 #2
 - p. Kat - second
 - q. Nath - Motion to reaffirm 9/15 motion #1
 - r. Conner - Second
 - s. Conner - Motion to reaffirm 9/15 motion #2
 - t. Brett - Second
 - u. Gabe - Motion to reaffirm 9/15 motion #3
 - v. Mitchell - Second
 - w. Conner - Motion to reaffirm 9/15 motion #4
 - x. Este - Second
 - y. Nath - Motion to reaffirm 9/15 delirium revote
 - z. Conner - Second

L. REPORT

Facebook Factory/ Thursday Slide

The Marilyn Report

50% working with us

Commissioner's Report (Kiyumyum)

Jars will be fun! Super excited to work with you all!

Deputy Commissioner's Report

Gonna be a fun year

Coordinators' Reports

Adam - Focus more on production

Brett - Catch the vibes

Carlos - Crazy summer, stressed but excited coming into retreat, excited for year

Conner - Great retreat so far, everyone is cool, PHOA FOLIFE

Erica - Thanks you for bearing with me on emails, nice meeting everyone

Esteban - I sent fall film signups, excited for friendships

Gabriel - fun working summer session and meeting everyone, working with raymonds agent, hopefully we'll have cool cultural events,

bummed Artist F fell apart, researching a lot, CULTURE OUT *mic drop*

Greer - Nice meeting everyone, got some work to do with volunteers

Kari - Nervous coming in, everyone is nice and welcoming, excited to work

Mitchell - had a great time doing summer sessions, had a lot of fun doing graphics, can't wait to see what other events we come up with

Nathaly - Last year on board :(I hope everyone loves the experience

Assistants' Reports

Alexis - Lots of fun so far, gonna be at job fair 9-12 but people can apply directly on handshake

Brenna - excited for year / events

Enaiya - more stressed going into this than i am now, lots of questions answered, gonna be good year

Kathryn - summer was fun, year will be fun, excited for changes

Lucas - ...

Mikio- fun retreat so far, excited for the year, nice to discuss in person (LOL), good goals are in place, lets try to acheive them!

ADJOURNMENT : 5:05PM

Artists discussed: Ramy Youssef, 6ix9ine, Mustard, Gunna, Yaeji, Trippie Redd.