Program Board Agenda

## Associated Students

October 2nd, 2017 5:00 pm

SB Harbor Room

**CALL TO ORDER:5:05**

**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 |  | Michael Cueva |  |
| Angel Esquivel |  | Nathaly Pacheco |  |
| Carla Martinez |  | Paul Ostrick |  |
| Darya Behroozi |  | Ryanne Ross |  |
| Jasmin Smith-Torres |  | Saloni Methi |  |
| Josue Garcia | **Late (excused)** | Shahar Roda |  |
| Justin Taing |  | Tarush Mohanti |  |
| Kailah Korsh |  | Taylor Glatt |  |
| Katya Baty |  | Grayson Hernandez | **Absent (excused)** |
| Maggie Renshaw |  | Grecia Martinez | **Absent (excused)** |
| Maya Samet |  | RHA |  |

1. **Acceptance of Excused Absences and Proxies Alex/Taylor-to excuse absences and Josue’s lateness.**

**Consent-17 present**

**B. ACCEPTANCE of AGENDA/CHANGES to AGENDA**

**Move to accept agenda as amended Alex/Shahar. Consent with 17 present. Amendment-add Storke show to preview of the week.**

**C. ACCEPTANCE of ACTION SUMMARY/MINUTES**

1. **Approval of our Action Summary/Minutes – 9/16 mtg. Move to Table until next week—adjourned at 8:46pm.**

**D. PUBLIC FORUM**

1. Propaganda Electronic Music Club - 11/3

Request to co-sponsor concert in Hub. Dj-Yookie. Trying to bring music to school/first year especially. Choice of artist—different kind of electronic music beside trap. Popular type of music in Escape festival in LA-route due to convenience. Tickets are $13/$15. Requesting help—sound, lighting, sponsorship. Ticket office, publicity. Possibly other staff to assist in stage managing/training their volunteers.

**E. ANNOUNCEMENTS**

AS/OSL Leadership conference-Saturday, October 7. Registration still available.

Poster/broken poster frame. Return the poster so we can reframe it.

**F. WEEK IN REVIEW**

1. Lagoon Movie - 9/27-attendance about 310 people. Would like to move the event earlier if possible because he drives back to San Diego. Projectionist would like bug spray in future. Screen accumulated condensation which blurred the picture toward end. Thanks to everyone who came and helped. Truck can’t be parked in fire lane in future. Next week send in digiknows week before they move in so they run immediately.
2. Welcome Back - 9/30-Artist—arrived early which was unexpected. Sound checks on time. Both sets went slightly over—2 minutes. They wanted to do intro where they walked from back of crowd with wireless mics. Talked to police who were okay with it. Suppose to walk from the bottom but last minute decided to walk from top and walk down—it was fine because of the smaller crowd. Hospitality-arrived at 1 instead of 2 because artist arrived early. Thanks to everyone who came to help with pipe and drape. Maybe think about getting dinner for Program Board next year if the call time is early. Something to consider. Same for getting production food in the morning—had coffee but next year maybe get bagels or something. Don’t dump water or ice in the Jack Johnson plants. Leave pipe and drape up until the artist has cleared the area. Production-stage set up scheduled for earlier in the day on Friday which worked out. Hudson forgot to bring some of the equipment. Artists were easy to work with and worked out some solutions. They also forgot 4 lights from what was on invoice. Stage pieces got slick at one point, so got rugs from office. Security-some confusion with where tables went at entrances. For next time just note they are to be used for patdowns. Board members checked ID’s instead of Miller—worked out fine. CSO’s were telling people they could leave backpacks on table outside, but we told them not to do that. CSO’s also apparently letting bottles in at times. Need to be clearer about no bottles. Entrance A-officers letting people with closed containers in and didn’t understand the policies. During sound check, need to watch area/entrances. Need to ask Event Safety coordinators before moving or asking staff to do other duties. Miller wanted 20 parking passes—need to have them carpool more to events. Never gave us a number of vehicles they were bringing so weren’t prepared for all the passes. Had problems with barricades. Borrowed some yellow TPS barricades—got them for the back stage area, but people had moved them to use them for lines—let me know if you move any of the equipment that you tell me. Used table instead. Ordering or buying more. Map outdated—didn’t know about the T because the line on it is straight instead of in a T. Sold a little merch--$185 dollars sold. Be attentive to slack for updates on information. Opened doors a little late-barricade, security meeting, positioning CSO’s. Opened at 8:12. Cashier’s at Ticket Office unprofessional when picking check up for artist—made big deal about amount being paid They. Attendance was substantially lower this year than previous years. Why do you think that was—what can we do to fix it. Graphic took time to approve because agent slow and changed mind. Important to poster in res halls because first year students often haven’t followed us yet. Digiknow important for next year. Artist may have not had enough name pull. Maybe focus maybe should be on recognition now instead of relevance. Name recognition may be more important factor. Maybe a genre issue-music was much slower and chiller than previous acts. Show was lively, but music wasn’t. Need to look into how publicizing things because definitely over saturation of facebook events out right now, plus joke events, and we need to stand out from them. Need to be more creative whether that is ads, postering elsewhere or finding other ways to publicize. If at any point you are uncomfortable with an artist in the discussion, you need to bring it up. Concerns about draw is useful information to bring up. Also people were leaving, too, which was an issue. Opener wasn’t great so some people may have been put off by that, may want to post set times so people know. A lot more people left for this show than in the past. Should try to look at numbers more and be less biased toward offices we like. Was pointed out in e-mails that this artist might not be as popular. Should look more into snapchat ads or do countdowns through snapchat. Opener-interesting that people thought opener was headliner—not sure why. Ask opener to hype up the headliner more. Poster the closed areas the day before the event so people know. Perhaps try more face to face interactions with residence halls to publicize. Have a rep onstage announcing it. Should have had someone go up before it started. Numbers and venue stats should be looking at more than social media. Agree with set times, want to have people come to opener, but also want them to stay for headliner. Could have had opener at doors. Only when appropriate announce set times. Agree with snapchat ads. Also research the opener. Not sure openers style meshed well with headliner so maybe being more conscious of that. Do more research. Talented person but styles didn’t seem to work well together. Electrician-100 amp box in plaza that he plugs into to give us a distro. Ended up not using it. Could have avoided it or we could have used it better.
3. On-Campus Career Fair - 9/26-outside DLG targeted toward first year students but was for any on-campus job. Three hours and a lot of interest in our positions. Next time don’t take sign ups for the positions, just for volunteers. Just direct them to where to apply online. Weren’t given enough info for it? Needed job description or some ¼ page to hand out. Print out of instructions for handshake would have been helpful.
4. ISA Storke Show - 9/21-We told them we couldn’t bring amps but they didn’t bring their amps. Confusion on location—set up on Storke Plaza but they thought it was on the lagoon. Ended up putting it in Storke because equipment was there, only about 40 came over to watch the show. Performed mostly covers.

 **G. PREVIEW OF THE WEEK (Upcoming Events)**

1. Spiderman: Homecoming - 10/3-Working—6:30-Jasmin, Tarush, Maggie—9:30 Kailah, Nathaly, Shahar, Taylor. Facebook event is up.
2. IV First Friday - 10/6-Runner and Hospitality: Paul can run. Shahar and Ryanne will do hospitality. Call time is 6:30pm. Facebook event isn’t doing so well so need to publicize the event. Will share on Program Board page if you all could share during Facebook Factory. Make sure and poster after meeting. Share the event. Going to table this week—everyone needs to sign up for a slot. Highlight the “Free” part in the event.
3. IASB Co-sponsorship - 10/7-Hub show sponsorship—phone vote. Dance party event.
4. Storke Show Boyo-10/9-First storke show on Monday, October 9. Will send out google sheet for people to sign up to work. If you have class and can’t work any of the events, talk to Shahar and Tarush. Was an artist that was cancelled last year due to weather. Should hand out Yerba at first event to hype it up. Call time is 11:30 if you are working.

**H. OLD BUSINESS**

1. Delirium - 10/28-Offer out. Thinking about a Save the Date announcement but can talk about it at next meeting.
2. Namasdrake - 10/25-Meeting with Jill—went over the event. Had an idea of a ticket bundle. Board concensus not to bundle. Sent illustrator file that we need to use. When will event be publicized and tickets on sale? Do it sooner rather than later—in an area where there isn’t a lot else to publicize after Friday so think about publicizing earlier. Do a Digiknow for it.

**I. NEW BUSINESS**

1. Fall Hub Show-Sent out document with artist information. Potentially could do a co-headliner show with two of the artists. Looking at Oct 19 and Nov 30 holds for any of those artist. Conflict of interests—Paradigm-Shahar, Justin, Burrow, Tarush; Circle—none; CAA-Shahar Justin, Burrow; WME-Shahar, Justin, Burrow, Tarush

Some concern about a co-headline show on the 19th—a lot of coordinating with not much time.

1. B&L in the Hub—small underground promoter that started doing parties in LA. Done shows at UCLA and UCR; interested in a show here. Up and coming DJ’s—we would pay them and they would reach out to their artists and get the line-up. Day of show would operate way we normally operate. November 15—Wednesday night. Would want student dJ on lineup? Details need to be worked out—ticketed and how we normally release. They would want student only but might be able to open to public. Name pull is popular with students. People would buy tickets without knowing lineup. If outside promoter then would have to pay off campus rate. Also might lose Jill’s co-sponsorship.
2. Happy Death Day Prescreening-Right now only 6 people available to volunteer—would need 10 for half-board event. Need to pass budget and then be reimbursed. Oct 11 the potential date for event—next Wednesday. Movie comes out on the 13th. Worry about timeline being too short to get word out. Pre-screenings are tricky because even thought it might look like a good movie, if people don’t know about it or know people in it they might not come. Most of pull with movie is people are saying it is like “Get Out”. Director is same as paranomal activity movies. Movie hasn’t been publicized in the general population, it seems to be getting low reviews in other prescreenings, and rated PG so horror level may be low. Had following on twitter earlier, trailers being shared often. Also a trailer before IT. Made trailer to look like a viral video.
3. Fall Quarter Publicity-budget sent
4. Harlan Cohen-wondering if people interested in bringing him back again. Probably no.
5. A24 Prescreening-Recess reached out for screening opportunity for The Room. Or advance screening of disaster artist. Dates between October 30 and November 3. (Oct 16-Nov 5 offered) Strange proposal—will work more on it.
6. Merch—Let Maya know if you have ideas about merch.

**J. ACTION ITEMS**

1. A24 Prescreening—Move to table –Maya/Shahar-Conset-17 present

**K. FINANCIAL ACTION ITEMS**

1. Propaganda Electronic Club-ASPB needs to support and manage event and be fully involved for them to have this event. They downplayed it, but that is what they need, so it is an investment on our part as well. Initially tried to make this a house part but that didn’t work as well. Different than other events because they are requiring a more in depth sponsorship from us. Seem less organized than when we did this with Jai Wolfe show. But it seems like the show is actually confirmed and if we don’t help them what will that mean for the agency relationship. Club seems organized and not ready for it. Some from ASPB have talking with them all summer and they haven’t been listening very well, originally they had more DJ’s and they have cancelled them and now have one. Working with them will be hard because they just aren’t listening to us. Tarush said he also had been talking with them and advising them to go smaller but they haven’t. They are determined, which is good, but in this case starting smaller might have worked better. A potential positive would be working with international students.

Motion to table indefinitely Alex/Paul- 14-2-2-motion to table passes.

1. Fall Hub Show-Voting on two budgets—October 19 and November 30. On October 19, it is coming up quick and we want an act that can sell in the short time period—strong pull. Informal poll to determine interest in artists.
2. Move to pass $13,012 Louis Futon in the Hub on October 19 with ticket prices $17, $19, $21starting at$3K and end $7K with contingency Lemaitre of $16, $18, $20 Starting at $3Kend at $7K. Alex/ Consent with 17 present.

Move to table budget for Nov 30 Hub show. Angel/Kailah Consent with 17 present.

1. B&L in the Hub-Move to pass $17722 for BL in Hub on November 15 with tickets at $22 students only starting at $10K-end at 10K. Alex/Nathaly—Motion passes with 17 present
2. Fall Quarter Publicity-Pass $2320 for Fall publicity. Jasmin/Alex Consent with 17 present
3. Happy Death Day Prescreening-Move to pass $1825 for prescreening on October 11. Ryanne/Nathaly-11-4-3

**L. REPORTS**

#### Thursday Page/Slides—Angel will send it out so people can take a look at the Thursday page.

**Facebook Factory-Share the event information.**

**The Marilyn Report-Reminder the Major Events meeting is this Thursday for Delirium. OSL Leadership conference this weekend; Pardall Carnival is coming up on October 14.**

**The Paul Report-Working on interviews and orientations for production and safety crews. Please keep office clean and orderly; make sure if you take something out you put it back.**

### The Commissioner's Report-Will be hiring a ticket coordinator—hopefully up tomorrow on web site. Tell people you think might be interested. Office hours—due to me by end of the week—set office hours for the quarter. You still must do the office hours this week and sign in and out on the sheet at the reception desk. Tabling counts as office hours. I need all items for the agenda and budgets by Friday at noon. Need to post it on Friday, so from now on it will be a hard deadline so if there is anything you need on the agenda for Monday I need it Friday at noon. Thank you for being present for discussion.

**Deputy Commissioner’s Report-Looking into Extravaganza sponsorships. Made a spreadsheet with some things I’m thinking about. Will share with everyone to get suggestions and feedback. Will have budget for merch by next meeting—especially for pens and other stuff we hand out.**

**Coordinators’ Reports**

Alex, Angel-sent slides to board and working on delirium graphics, Carla, Darya-Thank you to people who helped , Jasmin-only half board signed up for tabling—will need to fill rest of slots, Justin-gone next week, Nathaly-, Ryanne-need four more people to volunteer for prescreening-will re-send out link to sign up for movies, Saloni, Shahar-getting Harder reserved for X, Taylor

**Assistants’ Reports**

Josue, Kailah, Katya-working on movie posters, Maggie, Michael, Paul

**ADJOURNMENT:**