Program Board Minutes 

## Associated Students

March 28th, 2022

UCEN Harbor Room

**CALL TO ORDER: 5:06 pm**

**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) |
| --- | --- | --- | --- |
|  |  |  |  |
| Ashley Yeh |  | Kim Kryshak  | Late arrival at 5:08pm |
| Clarissa Mendoza |  | Lauren Schaeffer  |  |
| Emily Duong |  | Lucas Jackson  |  |
| Emily Kocis |  | Nyah Scott  |  |
| Enaiya Judkins  |  | Sophie Kimura  | Absent |
| Flora Mehdi |  | Talia Heimanson  |  |
| Kathryn Quinones | Late arrival at 5:08pm | Wally Corngold  |  |
| Kathryn Supple  |  | Jessy Gonzalez  | Absent |
|  |  | Kian Mirshokri  |  |
|  |  |  |  |

**Acceptance of excused absences, absences, early departure and proxies**

Motion to accept the late arrival of Kat Q & Kim and absence of Sophie and Jessy. Motion by Emily D, second by Flora. Consent with 14 present.

**B. PUBLIC FORUM**

1. KCSB Collab Proposal
	1. Zelooperz event in The Hub on 4/10 at 8pm.
	2. Kris and KCSB’s advisor have talked about potentially providing event safety staff (3) and would also like help with social media promotion. Would be able to drop off some postering materials if we’re able to help.
	3. Would also like help with barricades and set up if available and/or possible.

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

 Motion to accept the agenda as amended. Motion by Lucas, second by Nyah. Consent with 14 present.

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

Motion to accept the minutes from 2/28/2022. Motion by Wally, Second by Ashley . Consent with 14 present.

**E. ANNOUNCEMENTS**

1. [Land Acknowledgement](https://drive.google.com/file/d/1E-PZKDH6p3gF2cET7L_W0gbz40eGv5ca/view?usp=sharing)
	1. Next Week: Emily D
2. Check In: How’d you spend your spring break?
3. [Office Hours](https://docs.google.com/spreadsheets/d/1-AYW_MdZa55o3diyOavBjpio9WJVbFHcpyWvvCSZEGU/edit?usp=sharing) Schedules!

**F. WEEK IN REVIEW**

1. Free Tuesday Film: House of Gucci (3/1)
	1. LJ- 7pm: 20 people, 10pm: 50 people. Went smoothly. Film has been returned to Swank
2. Storke Show: Ken Yang (3/2)
	1. LS- first rap/dj duo for Storke show. Usual amount of people/pretty good turnout.
3. Battle of the DJs (3/3)
	1. LS- doors opened 15 minutes late to adjust for security meeting. First DJ performed to ~5 people but filled up slowly. Final turnout was around 200 people. Bad weather and basketball game may have something to do with this. Would suggest maybe doing guest DJ first, we thought people would wait to see her but they kinda didn’t. Judges didn’t really stay where we put them. Timecards worked but some DJ’s ignored it (no real effect on schedule).
	2. FM- it was good! Maybe guest DJ should go first or during a break in the middle. Sets were kind of long, maybe they should be shorter. Lots of DJs were playing the same songs– maybe we can vet their songs in the future to try to make sure the crowd hears diversity.
	3. LJ- think DJ at the end helps with audience retention.

**G. PREVIEW OF THE WEEK**

1. Free Tuesday Film: Dune 3/29
	1. LJ- movie is on the longer side. 6:30pm is Ashley and Kat Q, 9:30pm is Emily D
	2. KQ- everyone should work at least one showing, try to work two if you can.
2. The Warm Up 4/2
	1. KK- show week! Figuring out paperwork and structural changes with the university and UCPD. Will be sending out a mega-document either later tonight or first thing in the morning with everything you need to know. Also has requirements for entry requirements and whatnot which we should all know. We announced artists today and tickets are also on sale now. Please sign up to table and table excitedly.
	2. Main responsibilities will be working lines and scanning green badges. All badges will be listed on the sheet and you’ll need to know what those are.
	3. Deltopia isn’t for us. Don’t partake. Pls.
	4. MD- we’re a bit short staffed so you may have to do some odd jobs. Our capacity has been reduced to 4000 and upstairs isn’t included in our capacity. Would probably be able to reduce security if we close off upstairs.
	5. KK- people go upstairs to get a better view, but we’d need to place security there
	6. There’s still space on the floor in the back to sit. Also people take breathers at the water stations.
	7. General consensus is we’ll close upstairs to students.
	8. KQ- show up competent. University admin come and will be looking to you if they have questions. Same attire rules apply as Delirium. Be on time to your shifts.
	9. [Tabling Schedule](https://docs.google.com/document/d/1q9Z88aB6TSSUBCE4MK_p0IH0KjfbIBTTO1ctjUBGkLE/edit?usp=sharing)!
	10. NS- I liked the hourly drop for shirts that we did during Delirium.
	11. ED- We allocated how many shirts we were giving out, we checked their tickets and tallied how many sizes of what shirts we gave out and handed out pens to keep track of who would be able to get one.
	12. WC- should make people post about the shirts on their stories.
	13. CM- like making people name a certain number of people who were brought in the past
	14. Should bring out the canopy regardless of rain and someone bring a personal speaker.
	15. NS- posters and quarter sheets have been ordered
	16. AY- anyone who needs a parking pass let Ashley know. Don’t need vehicle info, just passes.
	17. MD- we need to buy face masks and also will probably have to keep reminding people about wearing masks so make that messaging clear
	18. KK- we need to add money to the budget for lighting, sound, and staging.
	19. Need to make signs explaining where water/exits/restrooms/face masks are. We used to have vinyl signs – need to find these.
	20. Do we want to make a big sign saying what can’t be brought in in addition to the smaller ones Sophie made? (yes)
	21. ED- need more help pubbing a call for volunteers. Technically we have 21 volunteers but since some of them can’t do the whole shift we need more.
	22. LJ- Artist A is available and we’re on a time crunch

**H. OLD BUSINESS**

1. Ambassadors
	1. New meeting time is going to be settled. Focusing more this qtr on analytics. Ambassador presentations are also going on.
2. Playlists, Blogs, & Podcasts
	1. Podcast: [Sheet](https://docs.google.com/spreadsheets/d/1pORJ7H5y2VtgIeEWw6VIwcRlmNgkpqPCI1a2hORPvCk/edit?usp=sharing)
	2. Tyler episode being worked on.
	3. playlist: TWU soundcheck prep playlist
	4. Going to return to regular playlists after this
3. [Social Media Takeovers](https://docs.google.com/document/d/1xEyVTBqiSj7-m8LbpDWw2iUnDrK7-2gMc1iR_PlmTtw/edit?usp=sharing)
	1. NS- start next week with Kat S. If you didn’t get to sign up for a takeover, slack me!
4. Extravaganza
	1. CM- our theme is Alien Invasion! Working on figuring out what we want to do for the release. Been discussing big alien inflatables in Storke and are trying to figure out how we’ll announce the artists. Maybe green slime, let us know if you have ideas!
	2. KK- thanks for filling out the artist suggestion google form. Most of the headliner suggestions are OOR. Headliners in range/avail: Artist B, C, D(?), E who was supposed to headline 2019, F, G, H(?). Artist askings seem to be going up but artist caliber is basically the same
	3. Slot ranges: 1st slot max 90k, 2nd 60-70k, then domino effect. 5th slot tends to be too early/niche so if slashed, that money can go to 2nd or 3rd slot.
	4. NS- C and H stick out as headliners. Potentially E.
	5. KQ- I think we tend to fall back on E but he’s not necessarily poppin rn. Love B but don’t think he’d be a great headline
	6. KK- both I and J are rlly interested in doing WC college shows
	7. WC- K pls. Supposed to release an album this year.
	8. EJ- In strong support of H, think that while we definitely bring different genres and mix them for X, think we should still be conscious of building hype when it comes to specifically choosing headliners
	9. KK- am updating asking and avails
	10. LJ- E’s really not relevant. Agree with Wally about Artist K
	11. KM- really like K. Could fill H with another DJ or something that fits that niche
	12. KK - please send ideas or ask questions.
5. Free Tuesday Films
	1. LJ- magic lantern got to a lot of our choices first. Think it would be cool to market a student choice from different genres or something. Leaning towards King Richard for next week unless someone is opposed.
	2. May be able to do a pre-screening this quarter.
	3. Also thinking of doing a “Student Choice Spring” and allowing students to pick movies from different genres to help fill the weeks for FTF
6. April Hub Show
	1. TH- think L would do awesome and is in range. Thinking of switching show to April 21st. L’s show sold out in 2020 but maybe that’s because ticket prices were cheaper?
	2. Production rider not too wild. Similar to DJ set
7. Spring Drive In
	1. NS- got quote and they sent us a contract. Only ~20 cars showed up to CAB’s event last time. They showed Hotel Transylvania and The Breakfast Club. Was open to the community as well. Post about the event went up 3 days before and only on their social media.
	2. Venue fee is the bulk of the costs.
	3. EK- I probably wouldn’t have gone last quarter since it was freezing.
	4. NS- I pulled movies that resonated with me
	5. KQ- we could brand it as something special as opposed to just a theme-less drive-in moment.
8. Cultural Event 4/28
	1. EK- likely not happening. Radius clause issues, now also running out of time.

**I. NEW BUSINESS**

1. Hiring ASPB 22-23
	1. KQ- who’s helping? Can’t be trying to return next year. Is a big commitment, you need to be available for most if not all of the interviews/be prepared to watch recordings of the ones you miss.
	2. Kim, enaiya, kat q, nyah, lucas, talia
2. Mask Requirement in Office
	1. Vibe is leaning towards doing the same thing we’ve been doing; keeping them on unless eating or drinking or in your office alone.
3. Spring 2022 Publicity Budget
	1. NS- same as last quarter. Printed materials, DigiKnows. Unsure about filters? (People like filters)
4. Cultural Event
	1. New research doc (:
	2. NS- could see Artist M coming here for book tour vibes.
	3. EK- was thinking about doing an outside kind of vibe for M. Maybe in Storke or something with gardening or something. N would be in IV Theater or Hub or something.

**J. ACTION ITEMS**

1. Motion to change the date of the 4/7/2022 Hub Show to 4/21/2022. Motion by Emily K, second by Lucas. Consent with 14 present.

**K. FINANCIAL ACTION ITEMS**

1. Motion to pass Artist L as headliner for Hub Show on 4/21/22 starting at 15k and ending at 20k. Motion by Lucas, second by Kat S. Consent with 14 present.
2. Motion to pass Artist O as contingency for Hub Show on 4/21/22 starting at 15k and ending at 20k. Motion by Wally, second by Emily D. Consent with 14 present.
3. Motion to add $8k to The Warm Up budget for production costs . Motion by Kim, second by Flora. Consent with 14 present.
4. Motion to pass Artist A as guest DJ for TWU on 4/2 starting and ending at $1000. Motion by Lauren, second by Wally. Consent with 14 present.
5. Motion to pass $2,610.00 for Spring Quarter 2022 Publicity. Motion by Nyah, second by Emily D. Consent with 14 present.

**L. REPORT**

**Facebook Factory / Tuesday Slide / Thursday Ad/ Free & For Sale post**

THE WARM UPPPPPP!!!! DUNE!!!!!! **VOLUNTEERING!!!**

**Kudos**

Kim for TWU!!!

Ashley for her jacket at Enaiyas house!!

Graphics for graphics!!

Enaiya for shirts!!

Emily D for cultural ideas!

Nyah for TWU Post!

Nyah for dealing w ppl who can’t get tickets!

Lauren for booking a dj!

Kat S for pretty website!

Enaiya for knowing her worth!

Talia for listening to Enaiya all the time!

Everyone for putting up w Enaiya (?)

Co-sponsorships for dean!

Lucas for duffl the other day!

Celebrating bday w Kat (22!)

Kat Q for running mtg

Sophie for amazing graphics

Everyone for making it thru spring breakkkkk

Wally for bday tomorrow!!!!!!!!!!

Talia for seeing dommy fike

Everyone for being stoked

Kian for his bday tomorrow!!! :O

Md and Kris for soooo many meetings!

Everyone for continuing and ending strong!!

Kudos for keeping my wife’s name out ur mouth! XD

**The Marilyn Report**

Out of office April 6th-13th so please send me contracts as soon as you can. Unsigned W-9s are starting to get rejected in admin and so are digital signatures on contracts that don’t look like real signatures. Thank you for wearing masks! Spring 2020 refund fee: we have to refund a fair amount to the UC.

**The Kris Report**

Back from vacay! Staff roster is looking good, feeling confident about the rest of the quarter. Starting to get quotes for X. Shade structures?

**Commissioner's Report**

Happy week 1! Hope you start off strong and enjoy your weekend (????) Hope everyone’s ready for yerbs. Thunderdome is sick! Let’s match! Excited to see you in the office soon.

**Deputy Commissioner’s Report**

I am back from vacayyyyy. Im ready, SENIOR SZN!, so many ppl texting me saying they got tickets already, tdome shows go crazy, schedule ur OH for 9 AM and spend time w me.

**Coordinators’ Reports**

**Ashley-** super excited for TWU! Parking updates: new process, now need your vehicle info and name/email for whoever needs passes.

**Emily D-** happy first day, lots of last first days! (ouch). Super excited for TWU. volunteers: will be working to gather them and plan for DOS stuff

**Emily K-** psyched for TWU, will keep working on stuff for this qtr!

**Kathryn S-** site for TWU is up, lmk if anything is spelled wrong or looks funky, excited for Sat!

**Kim-** would appreciate if anyone can come to meeting tmo from 1pm-2pm at t-dome, very valuable! Super crazy week but if you need me lmk! HAPPY WARM UP

**Lucas-** finishing out planning this qtrs films. Put in 2 weeks at duffl.

**Nyah-** happy last first day to all the seniors. Will make budget for drive-in. Pub everything esp volunteers. Sign up to table!!!!!

**Sophie-** I’m really sorry I can’t be here for meeting, but I’ll be working on TWU edits and stuff and I’ll see everyone at The Warm Up! Or probably earlier… but also at The Warm Up! I’m excited!

**Talia-** super pumped for TWU, stoke levels at 9k. Getting some texts about TWU! Super excited to send out an offer for hub show

**Assistants’ Reports**

**Clarissa-** also super excited and psyched for TWU and HOSPPPPPP!!!!!!

**Flora-** u know where to reach me and excited for TWU!

**Lauren-** looking forward to fun qtr with events and TWU, will be finishing paperwork and emailing this week.

**Wally-** this qtr will be rlly exciting! Find me in the office, hopefully see a new event pop up :O

**Senator’s Reports**

**Jessy-**

**Kian-** no longer giving out free yerbs lolol. Senate tea with elections. Anti-discriminatory bill going up for a vote this week

**ADJOURNMENT at 7:20 PM by Kathryn Quinones**

**Artists mentioned: Cordae, Duckwrth, The Marias, DJ KZA, Leah Thomas, Dayglow, Podcast but Outside, Polo and Pan, Rico Nasty, Zack Fox, BLXST, Ferg, SAINt JHN, FISHER, Joey Bada$$**