Program Board Minutes

## Associated Students

April 25th, 2022

UCEN Harbor Room

**CALL TO ORDER: 5:07 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  |  |
| Clarissa Mendoza | Late Arrival 6:30Early Departure 7:30 | Lauren Schaeffer  |  |
| Emily Duong |  | Lucas Jackson  |  |
| Emily Kocis |  | Nyah Scott  |  |
| Enaiya Judkins  |  | Sophie Kimura  |  |
| Flora Mehdi |  | Talia Heimanson  |  |
| Kathryn Quinones |  | Wally Corngold  |  |
| Kathryn Supple  |  | Jessy Gonzalez  |  |
|  |  | Kian Mirshokri  | Absent |
|  |  |  |  |

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

Motion to accept the late arrival and early departure of Clarissa and the absence of Kian. Motion by Kat S, second by Flora. Consent with 14 present.

**B. PUBLIC FORUM**

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

 Motion to accept the agenda. Motion by Emily D, second by Wally. Consent with 14 present.

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

Motion to accept the minutes from 4/18/2022. Motion by Wally, Second by Emily K. Consent with 14 present.

**E. ANNOUNCEMENTS**

1. [Land Acknowledgement](https://drive.google.com/file/d/1E-PZKDH6p3gF2cET7L_W0gbz40eGv5ca/view?usp=sharing)
2. Check In: What’s your ideal first date? >:)

**F. WEEK IN REVIEW**

1. Free Tuesday Film: The 355 (4/19)
	1. LJ - Easter weekend and publicity issues. 10 at 7:00 showing. Canceled 10:00 showing.
	2. KQ - Movie well known enough?
	3. LJ - Just kinda last minute option since I didn't get the chance to do student choice input.
2. Storke Study Sesh
	1. LS - Went well! Passerbys generally interested. Got rid of most snacks. Originally 12 - 1, but graphic said 1-2. Side note: our easy-up is broken. Thanks to helpers! Willing to do more in the future.
	2. NS - Bolt missing, Kris could look into it:)
	3. LJ - Good way to pub reaffirmation, hiring, and other ASPB stuff.
	4. KQ - Please make a note when things are broken.

**G. PREVIEW OF THE WEEK**

1. Free Tuesday Film: Emergency (4/26)
	1. LJ - Emergency pre-screening. 7:30pm call for Enaiya, Flora, and Kim K. Pub push, please! Amazon gift card for first 50 people?

**H. OLD BUSINESS**

1. Ambassadors
	1. ED - Meeting yesterday with Emily K. and Sohpie as guests. Brainstorming podcasts (label contracts, shadowing bookers, etc.) and the future of the ambassador program. Partnership with RHA to engage first-years. Making own EPK sets for local bands for practice.
2. Playlists, Blogs, & Podcasts
	1. ED - Same as usual.
3. [Social Media Takeovers](https://docs.google.com/document/d/1xEyVTBqiSj7-m8LbpDWw2iUnDrK7-2gMc1iR_PlmTtw/edit?usp=sharing)
	1. Emily D did hers day of Disclosure– good content.
	2. Next week: Sophie K.
4. Extravaganza (5/15)
	1. Slot 4 research
	2. TH - trailers! A lot of trailers have a parking minimum. Re: vendors, I have a friend who has a baked goods business, will reach out to Peter.
	3. FM - finishing graphics for release. Hat design sent for input in pubpals Slack. Chat with Enaiya about coordinating hat orders.
	4. SK - Shirts figured out. Attended finance and business meeting about gift cards and speakers giveaway; should hear back soon. Re: theme and release…Have a sheet of things to order. Giveaway / tabling with goodie bags will begin next week.
	5. WC - Garrett (IV Outfitters) going to give quotes for screen printing for 1-1.5k units to use. Different options about what kinds of screen printers we can have (single color, multi-selection color, etc.), depending on what we can and can’t put on the grass. Updates soon.
	6. NS - theme: putting in orders for release, starting giveaway M, watch for tabling sheet: FILL THE SHIFTS. Want board to take the first half of tabling since we’ll be more busy toward the end of the week.
	7. KQ - Called water people, referenced old info, moving forward with same plan but the price increased. Need to change budget allowance to $375. Put in request for AS Recycling. Back and forth with wristband people; should be finalized soon. Processing payments and on the lookout for F&B feedback.
	8. AY - Invoice for obstacle course. Water bottle issues with production time (need 4-5 weeks); probably can’t get 7-8k here by May 12; suggested we use clear water bottles that are more expensive (5,200 clear in stock, 2,000 blue clear in stock). Need to order by tomorrow to get here on time. For future note: order bottles by April 1st.
		1. MD - We don’t have as many vendors, so maybe go higher?
		2. AY - The price per unit is higher. Ex. 5,000 = $8,400; budget set at $7,5000 currently. Shipping costs around $600.
		3. EJ - Looked at any other companies? For cheaper options?
		4. AY - Time crunch with the other company.
		5. KQ - 2k blue transparent and 3k regular transparent; white on blue, black on clear, but if it comes down to it, can do black on both.
		6. AY - Logo we gave too complicated. Just use ASPB logo?
		7. SK - Could we send in 1-2 more options tonight?
		8. KQ - Try if you're available. Sophie and Flora will be in contact with Ashley. Where are they located?
		9. AY - Factory in TX???
		10. KQ - Wait for final invoice to pass budget / move stuff around.
	9. LS - Got shade structure quotes: $5,850 total. Lucidity wondering if we want regular setup (54x54 in middle w/ smaller entrance structure). Will be extra ($1,450) for traditional X signage. Do we still want inflatable sign?
		1. KS - If we don’t get inflatable, Lucidity will provide “Extravaganza” signage.
		2. LS - Are wooden; would be made custom to order. Do not recommend.
		3. KQ - How much would the inflatables be?
		4. LS - $5,000 for smaller one custom; still around 5k for bigger, non-custom one.
		5. MD - How big would it be deflated?
		6. LS - Should fit in”standard duffle bag.” Would come with sign, a motor, stakes, sandbags or water weights.
		7. KK - Any warranty or repair guarantee?
		8. LS - Will check policies.
		9. KQ - Total would be $7,300 with $6,500 in the budget. Signage would be coming out of Arts. $10,850 for shade structure and inflatable (for re-use).
		10. NS- If timeline permits, the inflatable would pay for itself in a few years.
		11. FM- agree, reusable inflatable seems worth it.
		12. KS - like idea of inflatable, but kinda sussy on the budget this year. Maybe consider next year? Or keep it on the backburner for something separate?
		13. WC - Money would be even tighter next year, and isn’t like a crazy amount to be over budget? Unsure of shade structure.
		14. KQ - Shade structure is a non-negotiable.
		15. MD - How big was the non-custom inflatable? And where would it be in Harder?
		16. LS - 8 X 42 ft. and 8.5 x 33 ft. Will start looking at placement upon confirmation of activities. Hard to tell with where obstacle course will be. No specifics. Maybe towards back grass area.
		17. MD - Deadline to order?
		18. LS - ASAP this week, can wait a day or two and it would be fine. They have all our stuff, just waiting on the size and font.
		19. Informal vote: 4 for entrance sign, 9 for inflatable sign. Keep entrance sign as contingency; shoot for inflatable once we confirm where it’d go.
		20. KQ - How big would the custom one be?
		21. LS - 6 X 32 for $4,300; the “X” will be 6ft. w/ 4ft. smaller letters- 8 x 42ft for $5,200; the top of “X” with smaller letters. Or NON-CUSTOM 8 X 42 for $5,000 (estimate).
		22. KQ - Would not want anyone to be bigger than the sign.
		23. EJ - Find a good font that makes it worth it?
		24. KQ - Move forward with 8 x 42 at $5200 with custom design adjusted to equalize letter height a bit more.
		25. LS - Waiting on design from Sophie to get an update quote.
	10. LS - Starting layout planning. Food for riders and production getting worked out.
		1. MD - Follow up with her for specifics.
	11. Ej - Shirts getting ordered tomorrow with goal of getting here by May 6th. A lot ‘em. Kyle’s said no to co-sponsorship. Student vendors meeting will be planned soon.
	12. LJ - Reached back out to Marborg, will check in. They’ve been good at communicating.
	13. EK - Waiting on tent quotes. Will call if we don’t get info by tomorrow. Can Talia help out with trailers instead of catering? Catering pretty much covered, waiting on riders, got some quotes for ⅔ of meals. How much should we ask for cash advance for hosp?
	14. KS - Put in chairs / tables request for hosp. No from McConnell's about co-sponsorships. Reached out to Bagel Cafe for breakfast co-sponsorship.
	15. ED - Will reach out to new company for photo booth. Will get workers comp. paper and liability insurance stuff from body painters.
	16. KK - Have some new stuff ready to present on Wednesday!
	17. KK -
		1. ED - Artist A and B; A has a lot of upcoming featured events and did other college show, LA is top listening spot. B would be good DJ pop vibe for opening act.
		2. FM - B; good upcoming artist and upbeat.
		3. TH - Artist C & B; never booked a female rapper for X, performed at other college, has a mix of hip-hop and rnb.
		4. EK - B and C.
		5. WC - C and B.
		6. NS - C and B.
		7. SK - C.
		8. LS - C and A; good performer.
		9. KQ - B above C; B along the same lines at Artist D, try to reach certain audience.
		10. TH -C audience same people that listen to E.
		11. KS - B would rep the audience we know is here with D.
		12. Informal Vote: 8 B
	18. KK - If you’re in charge of something that needs communication with fire, power, cops, parking…Let me know (meeting on Wednesday).
	19. KQ - Please run things by Kim before confirming with companies.
5. Free Tuesday Films
	1. LJ - Working with pub to get student input in.
6. Spring Drive In (5/22)
	1. NS- got revised contract from West Wind and has been sent to contracts. Been thinking about branding it as a senior thing (that’s also open to everyone else)
7. Storke Shows
	1. LS - No Storke show this week; reservation complication. Other orgs. are going to be using Storke more often this quarter. Wally and Kat S’s next week. Shifts will be posted on Notion.
	2. KQ - Snacks?
	3. LS - Use them at tabling and future Storke Shows.
8. Hiring
	1. KQ - Closed today…46 applications total.
	2. KQ - Going to extend applications to Wednesday, end of day.
	3. NS - Will table, will forward to department heads, will upload to Shoreline (Enaiya).
9. Reaffirmation
	1. KQ- we were reaffirmed! New strats?
	2. TH - Will get better with more familiarity.
	3. KK - Extra graphic or person for clarifying reaffirmation.
10. Big Storke Show (5/4)
	1. KS - Changed date to Wednesday. Talked to Artist F and might need backline… Questionable about availability. Agent is not directly with the band all the time. Vote on contingency?
	2. WC - Waiting on official Storke reservation confirmation.
	3. KS - Artist G didn’t CONFIRM confirm date, but are available the day.
	4. KQ - Any last minute additions? Kinda worried about confirming with artists if Storke reservation isn’t set.
	5. MD - Should wait until Storke is confirmed.

**I. NEW BUSINESS**

1. May Hub Show (5/26)
	1. budget
	2. Research
	3. SK - 1. Artist C, 2. Artist H
	4. ED - Would H fill the Hub?
	5. TH - Has a solid base that would bring in others; playing other venues at around $22-25 tickets. Only playing major cities at the moment.
	6. EK - The crowd was a little young at Artist I, but open access would draw high schoolers. Hesitation about college age+ crowd.
	7. TH - Would be competing with DT because it’s on a Thursday. Audience isn’t the type to go downtown…so….
	8. KQ - Artist J; sold out NY and Chicago (4-5k capacity) show, SF, the Echo; on tour soon.
	9. EK -H or J.
	10. FM - Familiar with J.
	11. WC - Artist C would be good performer and notable features.
	12. KS - Familiar with J; have brought related artists in the past, so we know base is here. Equal vote for H.
	13. KK - If I were unfamiliar with both, I’d be more drawn to C when it comes to buying a ticket. Conflicted because H’s numbers are still high…
	14. Informal Vote: moving forward with H.
2. UC Refund
	1. KQ - Table for now. Waiting on other entities’ discourse.

**J. ACTION ITEMS**

**K. FINANCIAL ACTION ITEMS**

1. Motion to pass $29,080 for the Hub show on May 26, 2022. Motion by Nyah, second by Lucas. Consent with 15 present.
2. Motion to pass Artist B as 4th slot support for Extravaganza on 5/15/2022 starting at $20k and ending at $35k. Motion by Lucas, second by Kim K. Consent with 15 present.
3. Motion to pass Artist C as 4th slot support contingency for Extravaganza on 5/15/2022 starting at $18k and ending at $28k. Motion by Kim K, second by Kat S. Consent with 15 present.
4. Motion to pass Artist F as headliner for Big Storke Show during week 6 starting at 7k and ending at 10k. Motion by Kat S, second by Sophie. Consent with 15 present.
5. Motion to pass Artist G as contingency for Big Storke Show during week 6 starting at 7k and ending at 10k. Motion by Lucas, second by Wally. Consent with 15 present.
6. Motion to pass Artist H as Headliner for Hub Show on 5/26/2022 starting at 8k and ending at 20k. Motion by Emily K, second by Talia. Consent with 15 present.
7. Motion to pass Artist C as Headliner contingency for Hub Show on 5/26/2022 starting at 13k and ending at 20k. Motion by Lucas, second by Wally. Consent with 15 present.

**L. REPORT**

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

HIRINGGGGGG AHHHHHHHH 8 PM CLOSE. FTF PRE-SCREENING. VOLUNTEERS FOR X. STUDENT ART SUBMISSIONS. IF U KNOW ART COLLECTIVES DM THEM.

**Kudos**

Lauren for helping w research

Graphics for killing it 24/7

Talia for being an expert on trailers

Emily k for hosp!

Disclosure group

Md for Disclosure set up & being knowledgeable

Flora’s art sale!

Lucas for creating the slack channel and hiring when to meet

Wally for ur show!

**The Marilyn Report**

Out May 4th- will work on gateway orders. Need reqs made out to UC Regents and address is gateway! HS grad start June 2 so don’t count a lot on hs grad interest. Remember offers should be below the top of their asking (driving cost up). Try to negotiate or know when to walk away.

**The Kris Report**

Advancing production for X and our May 26th Hub show.

**Commissioner's Report**

Workin on water, wristbands, and recycling for X. Midterms this week and next week. Slack me if you need anything and I will pop into office.

**Deputy Commissioner’s Report**

Excited to order shirts & secure cosponsorships. Starbs is getting a new drink. Slack me!

**Coordinators’ Reports**

**Ashley-** will be going to pre event mtg wednesday and will update about parking

**Emily D-** working on contacting photobooth and confirming body painting stuff and volunteers. Lmk if you need volunteers at ur station and fill out form i sent in slack!

**Emily K-** all things hosp for next few weeks & also school (?) will be in the office if you need me

**Kathryn S-** working on tables, chairs, cosponsorships, big storke show.

**Kim-** working on advancing the show w agents today and tomorrow, pre event mtg, lots of grad stuff ($$$$) slack me!

**Lucas-** working on cosponsorships and films, want to be helpful so ask me for help!

**Nyah-** ordering theme and release stuff this week, pub adjustment for hiring, sending out announcements & tabling, sending tabling for x next week, student choice option up tomorrow for films, curating language for spring drive in!

**Sophie-** working on poster and other pub stuff with nyah, will send new inflatable font

**Talia-** trailers, cosponsorships, & hub!

**Assistants’ Reports**

**Clarissa-** in between flights bc im a real one, working on giveaway stuff and goodie bags and scavenger hunt, moving wednesday OH to thursday so will be in there all day

**Flora-** graphics for regular stuff and X, theme and Release for goodie bags, redesigns of hatt, reached out to IVSP

**Lauren-** working on Storke show stuff, hosp stuff, inflatable sign, slack me/txt me

**Wally-** doing student art submissions, screen printing, out of town tomorrow-monday, big storke show, hub show

**Senator’s Reports**

**Jessy-** senate meeting

**Kian-**

**ADJOURNMENT at 7:41 PM by Kathryn Quinones**

**Artists mentioned: Niki, Dreamer Boy, Tkay Maidza, Shygirl, Dodie, Orion Sun, Audrey Nuna, Greer, Lizzy McAlpine, Charli XCX**