## Program Board Agenda

## Associated Students

April 3rd, 2017, 5:00PM

SB Harbor Room

**CALL TO ORDER: 5:04pm**

**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) |
| Alex Burrow | **X** | Robert “Bo” Wolfe | **X** |
| Christina Chiocchi | **X** | Samantha Richardson | X |
| Ernesto Pina | **X** | Sarah Soren | X |
| Faith Webb | **Late** | Shahar Roda | **X** |
| Isabella Iannitti | **X** | Sophia Barkhudarova | **X** |
| Jasmin Smith-Torres | **X** | Stephan Bang | **X** |
| Josue Garcia | X | Sylvester Ikpa | **Late** |
| Justin Taing | X | Tarush Mohanti | X |
| Kailah Korsh | **X** | Taylor Glatt | **X** |
| Katherine Michel | **X** | Jasmine Sandhu | **Absent (excused)** |
| Leila Youssefi | **X** | Jordan Mitchell | **Absent (excused)** |

1. **Acceptance of Excused Absences and Proxies**

*MOTION/SECOND: Ernie/Shahar*

*Motion language: Motion to approve Faith and Sylvester’s lateness and Jasmine’s absence.*

*ACTION: Consent Vote: 17 present*

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

*MOTION/SECOND: Christina/ Shahar*

*Motion language: Motion to accept the agenda as is.*

*ACTION: Consent Vote: 17 present*

**C. ACCEPTANCE of ACTION SUMMARY/MINUTES of 3/6**

*MOTION/SECOND: Tarush/ Shahar*

*Motion language: Motion to approve minutes from March 6th.*

*ACTION: Consent Vote: 17 present*

**D. PUBLIC FORUM**

1. Engineering Department – May 4th, Thursday 7:30-9, Ira Flatow in Campbell Hall “Are You Sure? Science, Communication and Uncertainty,” wanted 4-6 event assistants starting at 7 and ending at 9:30, help with the doors and people moving in and out; possible extra credit – two tables with rosters (possibly), wondering about experience with posters – South Hall offices or OSL, going to coordinate with publicity officers for poster process
2. RHA – Requesting a production lights persons for an RHA program called All Hall Talent Show, May 6th 7:45 ending around 9pm, just lights not sound

**E. ANNOUNCEMENTS**

1. Christina – Tabling sign up sheet, T-shirt distribution for Warm-Up; redistribution of postering sign up sheet

2. Shahar – Snack list for Warm-Up

3. Bo – Office Hours due Friday, call into office and talk to receptionist to change weekly

4. Ernie – Sunday and Monday club performances

5. Kailah – Will resend sign up sheet

6. Justin – Sign up sheets for Storke shows

**F. WEEK IN REVIEW**

1. Sing 3/7 –
	1. Kailah – 202 at the 7:00, 175 at the 10:00, cute movie larger turnout for the first movie
2. Deadweek DIY 3/9 –
	1. Faith – Huge success, most traffic of winter events, thanks Bo and Tarush for help, started giving out mugs at 6:20, ran out by 6:50
		1. Comfortable with ordering amount
		2. People liked the event
		3. Less than $250 on the whole event, reached a lot of students
		4. Should try and do more stuff like that
		5. Hubert’s lemonade sponsored, but issue to chilling the lemonade
		6. Tarush posted that mugs ran out on Facebook
		7. Only had to turn 30 people away
		8. Couldn’t rent out all of Pardall, but let us overflow; in a room next to it; free venue; being stationed in the room wasn’t ideal but don’t know if we could have fixed it
	2. Christina – Possibly in the SRB next time, reserve space early
3. Bagel Day 3/20 & 3/21 –
	1. Ernie – Did really well, 800 first day 500 second day; 108 bagels
		1. $25 Dollars under for cash advance
		2. In general, people don’t like cinnamon raison
		3. Extra cream cheese in the fridge
	2. Jasmine – Costco thought we were joking about the bagel amount, Josh from Costco bakery
	3. Ernie – No bagels Wednesday
		1. Borrow toasters first from AS then from CAB

**G. PREVIEW OF THE WEEK**

1. Kubo and the Two Strings 4/4 –
	1. Kailah – Justin, Tarush, Sam, Jazz at 7. Sarah, Sylvester, Cristina, Taylor at 10
2. The Warm Up 4/8 –
	1. Alex – Week 1, need to be available during Spring Break
		1. Saturday, April 8
		2. Hospitality – Tarush, Shahar, Sophia
		3. Two runners needed – Sarah and Ernie
		4. Call time for hospitality and runners 7:30am
		5. 1pm call time for everyone else
		6. Tickets at 4,392, about 75% sold out on the first day (4/3)
		7. Never sold out this show, keep sharing posts, tabling, giving out items
		8. Less t-shirts than normal, t-shirts sectioned off for each day
	2. Christina – Don’t have posters, because of events in publications
	3. Alex – Try to get posters before Friday, talk to Leila about same infographics
		1. Not doing ticket exchanges
		2. The ticket has to match the access card, but nothing about going and swapping names
	4. Christina – Concerns about name exchange and how clear that is
	5. Alex – Concerns about Deltopia, 73% rate of people showing up who bought a ticket, let enforcement know about people who have had too much to drink
		1. The server the event website is based on crashed and the ticketing server is entirely different than the event server
	6. Jazz – Incorrect direction between event page and ticket page concerns
	7. Sam – Right now, 7 volunteers, goal is 16; putting aside shirts for volunteers after I get sizes
	8. Taylor – LOTP providing water, should we bring in more water?
	9. Stephen – Issue during Delirium about dehydration, escorting where?
	10. Alex – Talk to Miller about the process of escorting
	11. Bo – Should be going to the outside water areas, or else they can’t get back into the venue
	12. Alex – Extra CSOs at doors by the stage this time
	13. Christina – Ideas for distributing the t-shirts; when we pay for t-shirts we should do something on social media to boost a specific platform; tabling but not at the arbor, vague picture, possibly two tabling locations
	14. Bo – Good idea to show the ticket, while supplies last
	15. Cristina – Show ticket, and show social media following
	16. Katie – Last time, we had them follow all our social media; Instagram a picture of you and your ticket, fun and interactive
	17. Alex – T-shirts and mailing list, some social media that we are trying to grow
	18. Jazz – Showing survey confirmation
	19. Bo – One social media aspect and show the ticket
	20. Tarush – Starting tomorrow (4/4) instead of Wednesday, four days of tabling if we can
	21. Christina – Everyone needs to sign up for at least two spots of tabling
		1. Poster on the outside of the venue and Pardall tunnel, quarter sheets but worries about litter
	22. Tarush – Made a mailing list toward the end of break and to incentivize that mailing list Warm-Up announcement, almost 500 subscribers just from that; could turn into a great newsletter or pub outlet – one email per week with a preview of the week, using a free tier; we could do a mailing list sign-up sheet at our events; would need a paid tier because the limit is 1,000
	23. Christina – People commenting emails?
	24. Tarush – Email confirmation of signing up for PB mailing list
3. Homeshake 4/10 –
	1. Justin – April 10, next Monday
		1. Announcing tomorrow at noon (instagram, twitter)
		2. Homeshake is a half board event
		3. 1 per quarter, 4 people per Storke show, might lower to two people per show
		4. Quarter sheets and posters when they are done, given out while we are tabling
	2. Sam – Increase visibility with quarter sheets, but trash worry is more significant; plaster the walls with posters if we get them by then
	3. Christina – Maybe announcing Homeshake before Warm-Up opener
		1. Increasing Storke show postering budget?
	4. Justin – Ordered Ice cream
		1. Sam doing hospitality, call time is 11:00am, rest of the shows are 11:30
	5. Tarush – What days to send out the newsletter
	6. Same – Using emails to send out FAQ for Warm-Up
	7. Sophia – Email sending out Tuesday
	8. Alex – List of everyone who has bought tickets to send out FAQ

**H. OLD BUSINESS**

1. ASPB Mailing List –
	1. Tarush – What days to send out the newsletter
	2. Sam – Using emails to send out FAQ for Warm-Up
	3. Sophia – Email sending out Tuesday
2. X17 –
	1. Conflict of Interest
		1. WME: Sam, Tarush, Sophia, Justin, Alex, Sarah, Christina, Bo
		2. CAA: Shahar, Sam, Tarush, Sophia, Justin, Alex, Christina, Bo
		3. Paradigm: Shahar, Sophia, Alex
	2. Alex – X Meetings Wednesday at 5:00pm, answer from headliner soon
		1. Keep in mind headliner genre
		2. 100, 50, 30, 20 10, for breakdown of budget; could spend more on second spot but we would have less for lower spots
	3. Christina – A, quote for their live set or not?
	4. Alex – Yes, but quote from a couple months ago
	5. Isabella – Stood out to me B, not too EDM, C would also be really popular
	6. Ernie – Piggyback on both, D would be a really good spot
	7. Sam – E, great to bring a woman, one of the bigger names, fan of A as second spot, F really on the rise
	8. Josue – G stood out, E was one that stood out, B too
	9. Christina – Agree with B, music suitable for daytime, agree with A, E wonderful fit for the spot and she’s also a woman, D would be a nice transition
	10. Leila – E, D would be another one we shouldn’t pass up, so many people in SB love him and it would be a good match with a hip hop artist, H jazzy-electronic feel – good mix of both
	11. Steph – J and F stand out
	12. Bo – F is pretty niche but critically acclaimed, worried about low energy; D might flow in well but would be hard to diversify the set if we do two hip hop artists, E has been top choice for every big show– in Vegas the week before and the week after, B playing Eos recently
	13. Tarush – E, no to F for second spot, B cool too
	14. Justin – F no for second spot, wouldn’t rule him out but not good for second choice; D hasn’t don’t much but price has gone up, but is a really good choice; B would be a good daytime set and would flow really well; L and M would be really good, don’t know if the community would appreciate it as much, but I do know a lot of people who really like her, not sure about holistic appeal for either; top choices D and B
	15. Taylor – N, just released a new album, bunch of new music, second E
	16. Kailah – E and D; asking is really high and new music isn’t as popular as old music
	17. Sarah – E, D, A, likes F for third spot and asking price is a lot lower
	18. Shahar – Advocate for K, brings in a different genre; E and B are good choices too but think there are a lot of other strong electronic acts we could get for cheaper
	19. Christina – A and E, K asking too much over budget; A fourth choice, group, and good for outdoor daytime festival and high energy show, like the idea of having a group
	20. Alex – D, maybe do third spot for him, restrictions on him because of weekends after X; E pursued for Warm-Up, but wouldn’t have issues for this event, B and A good choices, some concern with the announce date conflicting with Coachella
	21. Faith – Number one E, agree with Leila about H non-electronic crowd would take well to that; complaint last year didn’t know who Anderson Paak was, didn’t know there was instruments incorporated, people would respond well to instruments this year
	22. Sophia – Don’t go for B; E, H, and C; most diverse electronic artist is H with
	23. Sam – Radius conflict included in the notes for future reference, A has four core people but tour with female vocalists and they are in the same vein as H EDM
	24. Christina – Clarify if the quote is for a live set or DJ set
	25. Bo – Informal vote
		1. First choice - F: 17, H: 7, A: 6, D: 4, B: 3
		2. Contingency – H: 9, A: 7, D: 2, B: 1
	26. Josue – Will not be covered because it will be 30K more, doesn’t come with any banners
	27. Alex – Top choice is mobile stage, video wall is a big factor – E passed on the Warm-up because of no video wall
	28. Josue – To keep the same stage but cover it would cost, custom made with special vinyl, easier but less labor intensive, two or three days to set up a stage, would require more work from us for plywood,
	29. Marilyn – Cost more for mobile stage
	30. Katie – Quotes form last year w/o video wall 15-18k
	31. Josue – Covered stage we don’t have quotes right now
		1. Mobile staging not a feasible option, we would have to pay to plane tickets and provide hands and cement blocks paying 10K more than regular stage
	32. Alex – Similar set up to last year, open stage a thicker cover on the top and upstage wall but do an upstage video wall and live feed
	33. Marilyn – Not having a side video stage for people in the back concerns
	34. Alex – Last year there was a video stage of stage right and there was a live TV feed and then upstage behind the performer was whatever visuals the artist brought with them
	35. Sam – I couldn’t see anything behind the artist, so side screen is important
	36. Christina – Upstage video wall has low visibility last year, a lot of people thought they were poor visuals; spending a lot of money to have video wall but we didn’t get much out of it due to back lighting
	37. Katie – Got a lot of people being disappointed in the visuals, during the day low visibility
	38. Ernie – Didn’t like the video wall, but like it with two screens on the side whether you were on either side
	39. Sophia – Back video was for the artist, wouldn’t have gotten Odesza without the video wall, securing artist from the booking perspective
	40. Alex – Keep one video screen and video wall advantageous for booking standpoint, pursue thicker mesh for backdrop to the screen
	41. Shahar – We need the video wall because so many artist require it and it adds to the festival
	42. Josue – The main thing we need is to block out the wall facing the West, due to Sun overpowering it, LED wall needs covering, sun from the West when setting
	43. Bo – Production get quotes and we’ll revisit, moving forward with the video wall

**I. NEW BUSINESS**

**J. ACTION ITEMS**

**K. FINANCIAL ACTION ITEMS**

*1. Engineering Department*

*MOTION/SECOND: Steph/ Taylor*

*Motion language: Motion to pass $220 for 6 event staff for “Are You Sure?” Science event from 6:30-9:30*

*ACTION: Consent Vote: 17 present*

*2. RHA*

*MOTION/SECOND: Taylor/ Katie*

*Motion language: Motion to pass $80 for 2 production staff on May 6th for All Hall Talent Show*

*ACTION: Consent Vote: 17 present*

*3. X17*

*MOTION/SECOND: Alex/ Tarush*

*Motion language: Motion to pass E for the second spot for Extravaganza in Harder Stadium on May 21st starting at 30k and ending at 50k with H as a contingency starting at 30k and ending at 50k*

*ACTION: Consent Vote: 17 present*

#### Thursday Page/Slides

**The Marilyn Report –** Looking at weather report, rain Friday and Saturday morning; busy quarter with AS and other groups don’t wait till last minute, staff position won’t have by X17 but moving forward

**The Commissioner's Report** – I’m going to be working on Stipend proposal next week, ASPB apps are going to be tentatively out next Monday and open for three weeks, try to start interviewing during the third week, will be reaching out to hiring committee

**Deputy Commissioner’s Report –** Send schedules if you’re on the hiring committee, Vineyard Vines passed on X, Kuka is a pass for now, IV screenprinting said yes, promo items none in terms in shopping bags, in terms of special logo the half bear one; already submitted chair order since we are remodeling receptionist area

**Coordinators’ Reports**

Alex- X meeting Wednesday, sub committee should meet before then

Christina- Need to sign up for tabling, starts tomorrow (4/4), everyone needs to sign up twice some three times, minimum of three tabling at once, will be messaging those that don’t sign up details will be going back

Faith- Moderator ideas for behind the music event, send contact info to me

Isabella- Please invite friends to the Kubo Event, will be putting full list of movies

Jasmin- 4506/5800

Josue- Scott from Gios wants to do another open mic if anyone wants to take that on

Kailah-

Leila-

Sam-

Sophia- If anyone in arts and activities read through my email, Shahar and me want to meet with pub and graphics

Stephan-

Tarush- Mailing list, minor website redesign too to clean it up, applications on the website

**Assistants’ Reports**

Justin- Sign up for Storke shows if you can, might have extra tickets to Banks

Katie-

Sarah- Thursday page thanks Sam for catching that I missed the date, possibly making Homeshake larger than the Warm-up

Shahar- Eric from global inheritance info

Sylvester-

Taylor-

**Senate Liaisons**

Jasmine-

Jordan-

**RHA Liaison**

TBD

**ADJOURNMENT : 6:54pm**