

June 28, 2016

Meeting start at 7:25

In attendance – who's your backup – how many hours

Steve – event manager – 5

Evan – Gift lead – 0

Craig Budget lead – 0

Dave – 0 – 0

Grant – Sound/DJs – 1

Shelsea – Volunteer lead – 3

Jenny – Volunteer party lead – 3

Jeff – 0 – 0

Meg – venue lead – 1

Bruiser – Infrastructure lead – 4 hours

Gretchen – Website lead – 14

Keli – Secretary – 1

Joy

Bob

Launch all info on July 7

All forms, schedules, volunteer requirements

FB live, tickets live

Does anyone have a problem with that date?

Website

Bruiser installed files on new server

Need volunteer, photog and DJ forms

June will gather performance forms?

Sound created a gmail account, form will be same as last year

Leads need to submit forms to web team by Saturday, July 2

Can share Google forms and info to info@denverburners.org

Updates can be made between the 2nd and 7th

Can set up custom addresses for each lead/team

Rangers prefer to do signup independently

Deadline to get forms to web – July 2

Volunteers

Shelsea has most schedules from leads, still needs a few
Shelsea is leaving

Ticketing

Bob would like to make questions mandatory in order to click through to tickets page

Web team will think about options

Can be ready by July 7?

Bob recommends postponing launch for a couple weeks so people are not rushed

For now we are planning to have door sales – that may change

Will be cards only, no cash

Bob will have volunteer requirements to Shelsea by next Thursday

Eventually would like to have volunteer form feed into ticket purchase form

Prefer to have physical tickets mailed to everyone, no will call list

Gretchen will connect friend who works at a ticketing company, with Bob for printed options

Bob would like to launch tickets August 1st

Open Positions (critical)

Placement – Michelle has expressed interest (is currently fire safety lead)

Décor – Alisa has expressed interest, will attend one more meeting before it's official

Permitting

Ahead of the game, meeting with vendor Thursday

Recycling

Denver has mixed recycling = one container for collection

Can use FF's large recycling dumpster

Photography

Need minimum 8 volunteers

Gifting

Evan will make schedule for volunteer gifters and give to Shelsea

Volunteer Party

Needs XXX volunteers

Will need ticketing volunteers at volunteer party – KELI!!

Jenny suggests giving tickets to leads, so they can hand out when volunteers check in

Décor

Will need volunteers for setup and tear down
Shelsea will talk to Alisa to decide how many are needed

Mariah would like to set up a Burners Without Borders booth
Inside preferred

Next meeting Thursday, July 7

Meeting adjourned 8:09 p.m.