

## **CBE**

**January 29, 2017**

**Meeting start:** 1:00

**In attendance:** (name, role for CBE, year you were (or should have been) born)

Craig, budget lead, 2345

Mike, 1946

Meg, workshop lead/venue liaison, 1962

Dave, ranger lead, 1903

Keli, secretary/communications lead, 1901

Nick, placement, 1880

Jake, web co-lead, 1995

Evan, gate lead, 1980

Steve, event lead, 0075

Vince, volunteer

Doug, volunteer - here at the recommendation of Bob McNeil (Thunderdome)

Sarah, performance

## **Venue**

Exdo has the signed copy of the contract, we are waiting for our signed copy back

Setup begins at 10:00 a.m. on Saturday

## **Permits**

Everything is on track and looks good for timing

Jen is working closely with Denver Fire

Jen is organizing a list of all vendors we work with to make the event happen for future reference

## **Artist/development/support (grants)**

Allocated = \$2000 inside, \$2000 outside

We probably won't need all \$2000 for inside

Nick and Meg have been designated grant managers

They will need to be put on the art@ email address and will exchange phone numbers

## **Workshops**

Confirmed so far

Tara & Jerry (likely slotted for the back room because of the adult nature of the theme)

Soriah (Vivian on piano)

Yoga

Steve Wilder

Timmy

Jade

David

Room for more workshops

## **Website**

Forms are up and running

## **Radios**

Who needs them?

Rangers – 9

Workshops – 2

Performances – 1

Queen Bee – 1

Steve – 1

## **Rangers**

Only 5 slots left to fill

February 25 – Ranger training

**\*\*NEED TO GET INFO OUT!! (Keli)**

Dave will work with Lea to make sure all Rangers have discounted (volunteer) tickets

Even unofficial Rangers get \$5 tickets

## **Tickets**

Tickets are \$15 for one more week, then they go up to \$20

Volunteer ticket codes will be available this week

Leads need to fill out the CBE Leads

## **Open discussion**

Nick – how much space do we have outside?

We have the entire parking lot (need to fence in)

Who is in charge of setup/strike?

Jerry

Do we need to set up rigging inside?

Yes – will need a rigger at 10:00 a.m. to set up as well as someone at the end of the event to tear down

Contact Shutterbug (Scott), who has experience

Dave – how does door work?

Everyone comes in through the double doors? Yes

What is the side door used for? Rangers and emergencies

Fence will go up Friday morning

There will be an area in the fencing where artists can bring setups through

Could have a one-way path through for cars if we open two gates

Food trucks will be set up in the alley

Agendas will be directed from now on by leads who have updates  
Let Steve know what you need to tell the group about!

**Next meeting is Thursday, February 2**

**Meeting adjourned 1:32**