

January 7, 2016

Meeting called to order at 7:00

In attendance: Schmid-E, Dave, Steve, Jeff, Diana, Nolan, Brett, Bob, Gretchen, Keli, Nitro Nick, Leah, Craig, Grant, Brie, Marcus, Stephan, Sante, Mark, Megan, Patrick, Andres, Bruiser, Jenny, Joy, Rose, Guy, Jude, Becca, June

#### Permits

Three permits needed - fire, noise control, taxation

Fire and noise cannot be submitted before floorplan for music and fire art is decided

Need a map of placement within the next two weeks

Need fire art layout by 2/15

#### Volunteer needs

Have leads given numbers to Marcus?

Volunteer form will be live before 10 p.m. on 1/8

Placement art form will be handled by Angela

Greeter forms - Jenny

Party next weekend is cancelled because Castleman's is closing

Performers sign up form is ready

Gretchen requests links to all forms be sent to her for posting on the website

LNT will be included on volunteer form

Recycling will recruit volunteers later, closer to the event

Medical - Diana will invite people she has worked with before, will also send her personal email to Gretchen for others who are interested

DJs - Grant will help Sante by managing a stage during the event, other volunteers assigned by Sante, sign up form for DJs will be ready soon, draw will be random

Rangers - Dave is recruiting 20-22 Rangers

Fire and performance forms are ready to go online

Meg will need facilities volunteers

Bruiser will need photo volunteers

Tickets - 124 sold so far

Who will check IDs at the door - Gate

Wristbands for over 21

At 9:30 a shift of people will make sure everyone has a wristband. Rangers will help enforce so all under 21 are out by 10:00.

Final ticket tiers being decided -

Denver Regional Fund OK'd pre funding the \$4000 budget

Bob has received request for insurance- should we pay now or hold off in case event doesn't happen

Sante and Bob will meet aside to go over budget

Main entrance to event will be the parking lot gate

Gate will man all entrances and exits

All placement leads will have a walkthrough to discuss layout

Porta potties will be rented

Additional notes from Gate Lead (Patrick) regarding IDs, entrance staffing, etc.:

Entrance Gate will check ID's, take & rip tickets at the entrance. At 10pm all under-age need to be out. Under 21= big X. Over 21= wristband).

Volunteers so far for Gate: (need Gate Signup excel Form for 72-80(?too much?) people filing 12-16 total shifts). Breakdown shifts as:

10am-1pm (3people per entrance/exit=(12 total)

12:30-3:30 (3 people per entrance/exit ""..."") (12 total)

3:00-6:30 (3 people per entrance/exit..."") (12 total)

6:00-9:30 (3 ppl/ entrance&exit..."") (12 total)

9pm-10:30pm underage squad gets under21-ers out by 10!! (4-5 total)

9:00-11:30pm (3 ppl/ entrance&exit..."") (12 total)

11:00pm-2am (3ppl / entrance&exit..."") (12 total)

1:30-3:30am (2 ppl / entrance&exit...)(8 total)

84-85 volunteers needed total...

3 portals:

-1 Entrance is walnut door (ID & ticket check)

-2 Exit onlys ???

Volunteers so far:

-Stephan Munck (FB)

Meeting adjourned 7:45