

August 11, 2016
DeCOmp Meeting

Meeting start: 7:32

In attendance:

Steve –event manager – 10 hours
Craig – budget lead – 1 hours
Evan – gifting lead – 2 hours
Marcus – gate lead – 1 hour
Joy – recycling lead – 0
Schmid-E – DJs/sound lead – 10 hours
Brie – operations lead – 30 hours
Michelle – 2nd for (?) – 0
Keli – secretary – 2 hours
Jenny – volunteer party lead, Instagram lead –
Meg – venue liaison lead, decommmodification – 2 hours
Nik – placement lead – 20 hours
Lea – ticketing lead, graphics lead – 5 hours
Grant – DJs/sound lead – 6 hours
Patrick – 2nd gate – 0
Andrew – main stage lead – 0
Bob -

Steve motioned to approve previous meeting minutes

Michelle seconded

Unanimous vote to approve

Lea motioned to approve all meeting minutes

Marcus seconded

3 abstain from vote, 11 approve

Ticketing

We're good to go, through TicketFi

Makes it possible to purchase more than one ticket at a time

There are 4 tiers of attendee tickets

Starting at \$15(400 count or until 9/3), \$20(400 count or until 9/10), \$25(400 count or until 9/17), \$30(until 10/1)

Goal is 2000 tickets

Sales are ready to start RIGHT MEOW

Lea will get link and info to Rachel and Gretchen for posting and distribution

2 tiers of volunteer tickets

\$5 before BM, \$10 after (this was later changed – see notes under Outside Sound)
All tickets will be hard copy, mailed tickets
Attendees must have tickets in hand to be scanned
There will be door sales – TicketFi has an great option for box office sales
There will not be any will call tickets
Bob suggests a deal for families who bring attendees under 18 – everyone can get in for \$10 each
Keli brought up a concern that announcing this too early may encourage people to not buy tickets ahead of time
Idea was tabled for further consideration when there are more people present
Volunteer tickets are set at 500 count

Permitting

We may not be able to close Walnut street because the city is worried about impact on traffic for as long as we are asking
RTD buses would need to be rerouted to be able to get people to the light rail station
If we are able to close Walnut, it cannot happen before 6p.m. On Friday, so we will need to provide a team to set up the fence – the fencing company can only deliver/set up until 5p.m.
We would also need to take fencing down super early on Sunday morning
Nik suggests creating a fence lead if we need to set it up ourselves
If we can't close Walnut we will still use Fusion's parking lot, but not for performance (it would be too dangerous to have people crossing Walnut if traffic is moving through)
Meg suggested having volunteer crossing guards to make sure people are safe but Exdo's liquor license cannot cross an open area
Brie has sent the new form to Bob; it needs to be filled out and submitted to the city before 30 days pre-event
(venue must submit liquor license requests 30 days pre-event, but they cannot submit until we have a street name.)
We need to have alcohol sales outside in order to meet out bar minimum
Lea offered to help if needed while Brie and Bob are at BM
Plan B would be to close 35th street instead
We have an option in our contract with Exdo to use the paid parking lot behind their venue, on the 35th side
This will not affect number of tickets sold

Food and Drink

Exdo will not allow food trucks to sell any beverages inside the fence
No attendees will be allowed to bring in food and/or drinks (this will not be heavily enforced)

Venue

Brie and Steve are meeting later tonight to go over Exdo's requirements to make sure we are in compliance and meeting their needs

Outside Sound

Grant and Schmid-E have been working hard to come up with some new ideas
They've been reviewing budget from past years

- *sound

- *DJ equipment

- *stage production

- *riser for DJs to perform on

Talked to Brûlée to use their covered dome

They were not really interested, but might be willing to bring their cages to put outside a tent if we are able to have one

Main considerations are keeping sound "not too loud" or containing sound

A tent with walls would help baffle sound, and also create an intentional space for people to gather in while also allowing for conversations and hang-out space outside the tent

A wedding-style/size tent could be rented for less than \$1000 (40x60 = \$800, 40x80=1000) (stage grant from last year was \$1200)

The rental company would set up the tent for us

We could project on the tent walls

Meg thinks a tent agreement may already be in our contract with Exdo; Steve is checking
Charlie did the outside sound for last 2 years at DeCOMP

2 15s, 2 subs

Asking \$400 (was \$550 two years ago)

CDJs and mixer

Asking \$200 (same as in past years)

Riser stage for DJs

Asking \$300

They prefer to reach out to community first keep that money within the community

Bob expressed a worry that we don't have enough room for a tent, performance stage, and large art/fire art if we are on 35th Street

Brie proposes we have a portion of the budget allocated to the indoor stage, and a separate portion allocated to the outdoor stage

Is this appropriate? Yes. Do we need to vote? No – a budget review needs to happen first

Bob asks that major decisions like this are presented to the group pre-meeting so an informed discussion can be had at the meeting, and asked Schmid-E to write up the previous vs. proposed budget for this year so it is easy to see

Create a Plan A and Plan B to accommodate street closures

Venue is available 9a.m. to 5p.m. On Tuesday and/or Friday, Meg will organize a meeting after tonight's DeCOMP for a walkthrough

No art cars are interested in bringing/becoming the outdoor stage

DJ signups are low right now, but we get most applications after BM

A concern was brought up that DJs will not be selected until after BM, which means they will not have a chance to buy \$5 tickets

Bob asked for opinions about keeping \$5 the whole time

Brie lobbied that \$10 is not a lot to pay, and people who have been putting in their time until now deserve a further discounted ticket

Lea would rather keep all volunteer prices \$5 all the way through, people agree

Outside Performance Stage

June's stage cannot go inside tent (if we have one) because it will also be used for fire performance

Art Placement

Several people have asked for space, but only one has given space requirements

Grant applications have been submitted

Nik cannot make any final plans without knowing which street we'll have closed

Steve asks if artists are asking for volunteer tickets, but Nik is not sure because he is focusing on placement

Nik does not yet have a Plan B if we have to move, but will make one, because that's how we roll

Inside Stage

Andrew is working on a stage design

One idea involves DJs on a riser, behind a wall of light boxes – ideas all depend on budget

Another idea involves satellite/Sputnik style designs, and Andrew would want to coordinate with Deco lead

Meg will find out if the LED screen is always up at Exdo (will we be able to use it?)

Andrew needs to measure the stage before he can finalize his plans

Volunteer Party

Jenny would like to start food later than last year; 9:00 p.m.; so people get work done before partying

Bob brings up the concern that if food doesn't start until 9:00, the last people won't get fed until 11:00 – he'll talk to Jenny later

Jenny has covered the greeters she needs (6) for the volunteer party

Meeting adjourned at 8:53