

2018 Denver DeCOMP Planning Meeting

Meeting Minutes

Date: June 20, 2018

Attendees: Sante, Steve Maruska (Birthday), Bruiser, Steve Goldrush, Nick Nitro, Liz (Bright Eyes), Jenny, Steph, Marcus, Josh, Patrick

Confirmed Leads

| | |
|--------------------------------------|--|
| Event Lead | Sante |
| Venue Lead | Steve Goldrush |
| Art Grant Committee | Japangela, Ginger, Kate |
| Gate Lead | Patrick |
| Placement Lead | Nick Nitro |
| Fire Performance Lead | Paulie (Thirsty) |
| Sound Lead Team | Bruiser, Steve Goldrush, Brian Weatherhead |
| Budget Lead | Dugan |
| CAD Work Lead | Josh |
| Gifting Lead | Liz |
| Communication Lead | Liz |
| Secretary | Liz |
| Volunteer Co-Leads | Marcus & Kate |
| Workshops Lead | Calamitee Meg |
| Infrastructure Lead | [blank] |
| Ticketing Lead | [blank] |
| LNT (Leave No Trace) | [blank] |
| Decor Lead | [blank] |
| Volunteer Party Planning Lead | [blank] |
| Graphics / Website | [blank] |
| Greeters | [blank] |
| Pleasers | [blank] |

Discussion

- High Importance
 - Still waiting on venue contract
 - Need to discuss recompense if they back out / sell venue before event
 - Still need fire permits
- Space / Placement
 - Still waiting on confirmation of usage of indoor space (occupancy permit only applies to indoor space)
 - Could also have Bad Astronauts Portal - as a covered space outdoors
 - Idea: sectioning off “garage-like” spaces for different sound camps
 - Can block off half of space depending on ticket sales and # of structures & art cars
 - Can make this kind of decision down the road (Aug?)
 - Although there are commitments, concerns about getting enough art
 - Need to continuously outreach
 - Can't have art cars driving around - no moving cars
- Sound
 - Will want both stages going on at a minimum at least
 - Idea to partner with local silent disco company - remain outdoors for as long as we want
 - Last year was \$300 in budget. Now that we have outdoor sound, this will go up
- DRF Support
 - Need to develop proposal on what resources we'll need in advance
 - Ex. Fox St needs \$20k bar guarantee via cashier's check (hold of ticket sales)
 - Convo happening Mon June 25 - more details to come
- Gate
 - Two options including a 50 ft fire lane
 - Need to hire security team that has the liability insurance to check IDs
 - Fox St. has their own people serving alcohol
 - Security Fri night and Sat. and maybe Sun, if we have the budget
 - People can take stuff home on Sun or Mon night
- Volunteer Party
 - Fri / Sat set up
 - This can tie into the \$20k bar guarantee

Notable Historical Information

- Historically we get 1/3 or more of tickets sold the day of
- Last year, ~1350 people attended

Action items

- Sound Lead team to get together and discuss how we want different stages and budget proposal - to come to next meeting with decisions so we can get the map developed
- Need fire permit
- Need group insurance
- Need site plan from venue
- Need some remaining Lead positions

- Infrastructure, Ticketing, LNT, Decor, Volunteer Party Planning, Graphics / Website, Greeters, Pleasers
- Develop Event Page
 - Collect Theme ideas via Facebook poll
 - “Robot Graveyard”
 - Make call out for remaining Lead positions
- Outreach for art installations etc.
 - Need to budget for art grants (transport, etc.)
- All Leads should be thinking about Volunteer schedules needed and give to Marcus

Next meeting(s):

- Tue, July 2 @ Patrick’s house - everyone invited, especially Leads to discuss timeline & budget
- Wed, July 18 @ Fox St. Compound
- August 1 & 15
- September 12, 19, 26
- October 3, 10