

May 7th, 6:45 pm. Meeting adjourned 9:10 pm.

Present (11/12): Jered, Kubo, Dan, Kendra, Julia, Jesse, Talena, Brian, Drew, Frank, Blake

Absent (1/12): Liz

Guests: none

Minutes recorded by: Kendra

Agenda

1. Approve Old Minutes
2. Review Old Actions
3. Officer Elections
4. Insurance
5. ConComm Ban Reporting Policy
6. Aaron's Cooking
7. Emotional Support Animals (again)
8. Scholarship Ticket Policy Discussion
9. Scholarship Ticket Review
10. Discretionary Ticket Policy
11. MOU for board members?
12. [...]
13. Breaking Bread
14. Other
15. Next Meeting Date

Approve Old Minutes (5 min)

- Take a look at the April 12th minutes - Approved!

Review Old Actions (5 min)

- Drew: Talk to some accountants regarding new accounting needs
 - Accountants are busy because taxes. Julia can recommend a firm.
 - They'll talk offline
- Dan, time sensitive: remind fireflies of the lottery
 - Done! Waitlist has 92 fireflies
- Liz, time sensitive: a few days after Dan's communication, publish a call for the Communications committee
 - Carried over
- Drew: Reach out to Julia
 - done!
- Kendra: update director list for 2017

- Carried over
- Sadiya and Emile to brief board on GLC experience, document.
 - Dan will send reminder now
- Drew: Bring up core budgets at the next festcomm meeting
 - Jesse brought it up, they will have budgets at the next festcomm meeting
- Jered: Pull up insurance info, Jered will also interact with the insurance broker
 - Jesse pulled up the insurance info. If you are excited about insurance, this an ongoing relationship with an outside party to maintain for Firefly (this year, this should be the same as the last few years) - Frank
- Dan: get formal concom recommendation and communication recommendation from concom
 - Let's have the new folks take a look, we'll do that later this meeting
- Drew: ask Festcomm what could be supported in terms of attendance
 - ~1,100, pending parking availability
 - 2,000 is the population at which you need a Mass Gathering permit in VT
- All: Think about what board members should do for breaking bread
 - Let's set a date at this meeting
 - Before meetings? Old approach? (food during meeting)
- Frank: Draft 'community volunteer' letter for Frank's workplace, if needed
 - Done (fill in Drthulhu)
- Julia: Email Jered about accounting firms
 - Julia and Drew to do this

New Treasurer:

- make a recommendation on managing our assets effectively
 - We'll revisit this after Firefly
- concoct a structured donation budget
 - Likewise?

After Firefly:

- Activities Committee call

New Actions (5min)

- Drew and Julia to talk about accounting firms offline
- Kendra: update director list for 2017
- Dan and Jesse to talk afterwards about ticketing system bug
- Liz, time sensitive: a few days after Dan's communication, publish a call for the Communications committee
- Jesse and Frank: connect regarding insurance broker contact information
 - keep tabs on capacity discussion, insurance policy may need an attendee number update

- Meta: Go through bylaws and clean up titles/role descriptions (emerged during Officer Elections talk)
- Drew: talk to Chuck about transferring addresses if needed, e.g. Bank Address
- Dan: provide Frank with concomm policy documentation for context for counsel
- Team: forward questions regarding concomm policy and liability envelope, if any, to Frank
- Kubo, Team: Kubo to review the animal policy, team to contribute
- Jered: write a reply to Chelsea regarding her request
- Drew: write a reply to Leonid for review
- Brian/Frank: reach out to Kit regarding survey data
- Dan/All: send scholarship ticket review to new and existing board members, team to look at them by tomorrow
- Dan: send out an email regarding review of discretionary ticket policy
- Jered: share template for MOU

Officer Elections

- See: <https://www.fireflyartscollective.org/firefly-arts-collective/bylaws/>
- Treasurer: Julia candidate, Julia elect
- Director of Communications / Communications Committee: Talena (Director), Liz, Brian, Kubo
 - Onboarding process
 - Login process, email, drive checklist - Kubo & Talena to document
 - Concomm processes - we should set up a concomm team drive
 - Wiki
 - Offers for contextual information as needed from veterans
- Tech Lead: Jered
- Director of Legal Affairs: Frank
- Meta: Go through bylaws and clean up titles/role descriptions
 - Jesse is Director of Meta
- Clerk Responsibilities (for review): [link removed]
 - Kubo to understudy

Insurance

Frank to work with Jesse (and Chuck) to complete application
Event capacity set to 1200 to provide for all possible ticket situations.

ConCom Ban Reporting Policy

Draft at [link removed]

- Frank indicates counsel would want context around the concomm
- Dan to prepare offline

- Discussion: do we want to generalize the statement to include other threats to safety?
 - Over email, Liz included an existing example for a different organization with this level of specificity
 - Concerns regarding organizational impact: liability envelope, community relations
 - Frank volunteers to receive questions
 - Discussion: Concerns regarding insurance impact

Aaron's Cooking

- Aaron has withdrawn his project
- Discussion: Animal policy
 - Current policy
 - Kubo volunteers to review the animal policy
- Self-expression
- Civic responsibility
- Level of community exposure/consenting to experience the art
- Let's take this offline

Emotional Support Animals (again)

- We maintain our current policy
- Jered will write a letter to Chelsea

Scholarship Ticket Policy Discussion

Current policy at <https://www.fireflyartscollective.org/firefly/tickets/scholarship-tickets/>

- Time-sensitive question: we've received feedback regarding publishing the names of Scholarship Ticket recipients, and whether we would consider removing that requirement.
 - Some background: our ticketing policy is currently grant-oriented, and modeled after Flashpoint's. We had considered being a recipient of a scholarship ticket as being a positive recognition. Our scholarship tickets are commonly interpreted as low-income tickets. Kit Cali is generating survey data.
 - Brian volunteers to talk to Kit, Frank volunteers to help.

Scholarship Ticket Review

- Dan to send review again, including to new board members

Discretionary Ticket Policy

- Dan to send out an email regarding our current policy to review

MOU for Board Members?

- Document for new and existing board members, signed, establishes role boundaries and information-sharing expectations
- Jered to provide a template document, Frank to also participate

Breaking Bread

- Let's do this during the next meeting

Other

Next Meeting Date (team, ~5min)

Let's meet Sunday, June 4th, 5:30pm, 36 Cherry St.