

Kindle Arts Society

Kindle Art Society

Board Meeting Minutes - May 6, 2013

Time: 6:00pm

Where: Amara's house

In attendance: David, Amara, Jared Warren, Natalie, Chris M., Hiltz, Blair, Ibby, Nikole Avery

Quorum met? Yes

Chair: Jared

Secretary: Boon

Review of last meeting's minutes

Approval of the Agenda

Motion: to approve agenda

Motion By:

In favour: All

Board reports:

- Treasurer:

Special teams:

- Otherworld
 - **Medical**
 - Value of first aid/paramedics
 - Question of Lyle's certification
 - Cow. Valley First Aid (CVFA) quote is \$4100-4600
 - OFA Level 3 vs paramedic, certifications
 - Basscoast: one medic on call, no ambulance, only pickup truck with spineboard
 - Shambhala: completely volunteer-run, doctor on site at all times, no ambulance
 - Freezerburn: no medics, community nurses volunteer
 - Nikole: nurses have higher scope of training than OFA level III (cert. of Cowichan Valley Medical)
 - Hiltz: \$500+ just for medical evac vehicle which is what the event really needs, not OFA III
 - CVFA has a minivan w/o benches which meets criteria for the event
 - Jared: propose rent the evac equipment and hire paramedics
 - Tosh - paramedic w/o ambulance, can we use him in conjunction with volunteer nurses?
 - Noel (OFA III), Jenn Irvine (nurse),

- Paying WorkSafe for paid nurses, security
- Wait for insurance to get back to KindleArts before a final decision on first aid requirements.
- Hiltz: cost works out nearly the same between CVFA and volunteer nurses: expect it to be \$4000ish
- Should have 2x medic at all times
- Need to wait for feedback from Megson Fitzpatrick Insurance, determine nurse availability and possibility of paramedic involvement
- **Security**
- Mike from Upstairs,
- Ibb: he needs to be a company to be licensed, Would require a business license
- Hiltz and Blair to follow up

Reports

Action: Morgan and Amara to complete sections of Annual Report

Action: Morgan to finish Prom Decom report and get Renee to confirm

Action: Amara to finish Otherworld report (98% done)

Action: Jared to publish Lights Out report

Ranger Liaison

Blair as ranger liaison?

- One year position Amara: how do you see it rolling out for you
- Blair: preparing for Otherworld, to act as the liaison rather than an active role
- Liaison came about after medical issue at Otherworld 2012: improve harm reduction community awareness
- Blair: networking with Slutwalk /other events/orgs to promote harm reduction?
- Proactive spirit vs. negative (Harm reduction implies harm is occurring) get programs in place before there is a problem - empowerment. Encourage community responsibility to give them knowledge needed to prevent
- Hiltz: community is highly empowered and highly aware, harm reduction discusses things that happened as mistakes. Peer support = harm reduction, when someone does something they know better than to do but do it anyways
- Hiltz: other than Island Kids what other harm reduction programs are there?
- Morgan: took a while to figure out what a ranger is. Avoids rangers because she wants to avoid responsibility at events. Does Blair want to accept responsibility like this?
- Blair: yes. Jared: are you seeing this as on the ground work or as a strategic position?
- Blair: largely strategic but understanding that it requires connection to the footwork.
- discussion of ranger responsibility, community positions, social capital, low requirement of LEO interaction,

Fire Insurance

- Megson Fitzpatrick are going to submit to underwriters for a fire performer insurance package
- Hoping to hear back by end of the week
- BitF: Beacon Underwriters contact and working on it.
- Hiltz: Clowns of USA, requires US address.
- Premiums are going way up, but includes ability to consume (not sell) booze

Fire Safety Liaison

Allen and Cam are both working on this

Action: Jared to organize meeting for interested parties

Communication Liaison

Ashes' role: what does he do?

- Has been involved in non-communication roles
- Hiltz: handling public communications, handling website, handling guest list communications
- Overuse of Kindle Arts' tag on Facebook.
- Hiltz: he wants to be the only one sending messages to the whole guest list, which ultimately go through Ashes.
- Discussion w Ashes via phone about role's guidelines.
- Point-by-point adaptations to clarify role

Otherworld con't.

- Center camp, rangers, first aid all together
- Center camp needs to contact DPW re: generator
- Main stage is moved back from road
- Leaving J-Feud's old camp site open to RVs, tent camping on backside road
- RV camping up the back road towards dump, single file
- Unprecedented # of RVs and car campers; they will apparently fit
- Ibbey is checking into new venues
- Ra\$pa re: keeping magic venue vs getting a bigger one: keep the magic one
- Other issue with larger event is volunteer saturation
- Subsidy tickets are on waiting list; announced May 31 or sooner
- 281 tickets sold
- Amara's presentation from BM Meeting April 2013 (Powerpoint)
- Liability:
 - eventsafetyalliance.org
 - sanitation planning, food safety, minor consideration, communication plans between leads
 - insurance, Host Liquor allows consumption not selling of booze.
 - Lawyers to watch for exclusions in insurance policies
 - Volunteer vs employees
 - Director's insurance for KindleArts - event insurance does not cover everything

Fire Safety:

- Year round fire safety team lead
- Join NFPA
- Checklist for effects, pyro, open flame
- review pre-event and at event process
- liability waivers for flame effect project owners
- checkout FEMA, free courses online
- Recruit local firefighters
- Collaborate with other regions to create comprehensive safety plans

Urban Collaborators/Problem Solving

- Start small
- Work with City in event development (art councils, DVBA, downtown coordinator)
- Sitting in on city council meetings to be more involved
- Morgan knows director of DVBA - Darlene, not Ken

- Design Charette - Las Vegas art parade - collaboration with City of LV and BM cultural attache

Apogaea Case Study

- Transparency fo Board
- Finance committee *and* budget lead
 - Committee is separate from the board, similar to current art grant setup

Organizational Structures

- Conflict resolution
- Role of RC with the Board
- ervant eladrship
- Development of Event committees

Next Steps

- Become fire safety expert (Amara)
- Insurance (in progress)
- Talk to Austin TX (they are rad, tons of experience, 2nd biggest regional)
- Join NFPA (Done)
- Art Murmur in Victoria

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Unfinished business

- New Ranger Lead
- Psy crisis @ Otherworld
- Security for Otherworld
- Timelines for Spring/summer event leads discuss email
- Ashes's role as communication liaison

Motion to make Cam Bremner also a fire safety liaison: passed unanimously

Treasurer's report:

- Morgan doing a bank reconciliation for all money transfers before next week's bank meeting
- Kasbah: all expenses submitted before April 30 deadline
- Almost everyone has been paid
- Brian and Morgan met re: effigy and expense report expectations
- Better communication in future about deadlines for leads
- Art grants have all been paid except for Karina Strong
- More clear language in treasurer's communication to extol consequences of not submitting receipts in time
- Morgan would like better tracking system for art grant recipients: names of recipients vs name of project, needs more complete/convenient data - use GoogleDocs
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New business:

- Bank date next Saturday

Actionable items:

- Amara - request medical requirements from Megson Fitzpatrick Cam Bremner
- Hiltz - detail from Mike Security about license, business license
- Blair - connect Hiltz with required info about security so Hiltz can ask Mike correct questions
- Chris - improved tracking system for Morgan to contain art grant data - GoogleDoc master spreadsheet with historical/complete grant information and up-to-date status

Adjournment