

Board of Directors

2023.05.16 - Minutes

Present: Liam, Angela, Jon, Robyn, Bianca

Regrets: All directors present, welcome to Bianca, farewell to Dee.

Quorum:

Chair: Liam Lavelle

Secretary: Angela Arvizu

Treasurer: Jon Cunningham

Vice Chair: Robyn Thompson

At Large: Bianca Gunther

Approve Previous Minutes:  **2023.05.08 - Minutes - TABLED**

Agenda

1. Action items from previous meeting
2. Liam, Shauna and Greg meeting: **Pending**
3. Jon, call Leah to cancel JTF: **Done**
4. Robyn, send insurance application: **Done**
5. Liam, to send the security plan to Elite to Shauna: **Done**
6. Angela, purchase 2-decibel meters: **Done**
7. In Camera
8. Woov, is an online app for events. Tinka (email) is recommending, we can get a discount and a single year.
9. In Camera
10. Sound
11. Orange Team
12. Flow meeting

13. Call to order: 8:10pm

1. Previous meeting minutes approval and oversight tabled.
2. Liam, Shauna, Elite Security and Greg, Laketown meeting. **Pending**
3. Jon, call Leah to cancel JTF: **Done**
4. Robyn, send insurance application: **Done**

5. Liam, to send the security plan Concerning Elite to Shauna: **Done**

6. Angela, purchase 2-decibel meters: **Done**

7. **In Camera.**

8. **Tinka & Woov.** An email was received in the Director's email with information about the software, Woov. Software is designed to assist festivals with maps, schedules, locations and other items of interest. This software would cost would be \$1,100. The company requires a 3-year contract, reduced to one year.

9. **In Camera**

10. **Sound:** A map has been created with cardinal reference toward the direction the speakers are meant to be directed, decibel allowance and other details. There will be 4 sound decibel readers to check and verify sound measures.

11. **Orange Team:** Consensus was achieved to create a team of volunteers to provide support and assistance to the participants. This team will have a radio to contact the Ranger station where help will be needed. Extra set of eyes.

Action: Jon, Robyn and Angela will lead the process to make the details and organization of the team.

Action: Robyn, design creation and production of the orange shirts

Action: Angela Write a draft with Ambassador duties and procedures to follow.

12. **Flow Map:** Drafts for traffic flow with cardinal sound direction, road access, orientation, and safety. available. A master Map is being updated and shared on the Director's Slack channel. Scale 10x10 overlay

Action: The map is being updated with accumulated data. Robyn is working along with other contributors, including Boon, Tinka and other production members.

Changes and updates to Map can be achieved by contacting Robyn.

Tinka and Robyn are working on a map for the participants.

Updates: The map now displays 4 areas previously not on the map.

Gate and Flow: Gate Access will be set by the Green and Red Markers in the Central area. This allows for zig-zag traffic if/for overflow.

The min priority is to not have backed up traffic or line up on the highway.

Gate has prepared a 14-person team to manage the flow of traffic during peak times.

13. **Survival Guide** - Tinka

Action: Jon and Robyn will work on the draft response to Tinka. Including edits to improve and soften strong language used in the survival guide. The softening of the language is to avoid implying participants' misunderstanding of strong language.

Edits on Page 11. Policy change- Personal Vehicles cannot be utilized... - an exception will be limited to mobility individuals if their own vehicle provides access to areas otherwise not accessible. Note to contact info@KA to add the vehicle to the exception list.

14. **The Accessibility team** has provided an accessible lanyard for those participants. This tractor and passenger trailer will have planned stops at Low - Mid - Upper and possibly Center camp.

Meeting conclusion: 9:01 pm

Next Meeting: 2023 May 23 at 8pm