

Board Members Present:

Seth: President, Board of Directors, Event Lead
Jill: Treasurer, Board of Directors, Center Camp CORE Lead
Mindy: Vice-Treasurer, Board of Directors, FAST CORE Lead
Thomas: Secretary, Board of Directors, Trail Lighting CORE Lead
Jon: Vice-Secretary, Board of Directors, Ranger CORE Lead

Other:

Lia: Co-Event Lead
Matt: DPW CORE Lead

Agenda:

1. Call to Order and Roll Call of Directors
 - Quorum Required: Three or more Directors
2. Review Agenda
3. Review post event surveys and update NECTR 2017 Retrospective as appropriate.
4. Review and discuss NECTR 2017 Retrospective
5. Review and discuss NECTR 2017 Budget
 - <https://docs.google.com/spreadsheets/d/1Tzi4yMNieN6dBmEPvxEO8Xt0TH7TrPeU9AmwrNm1E3w/edit#gid=556188756>
6. Review, discuss and vote on Bylaws (draft version only accessible to Board members)
 - <https://docs.google.com/document/d/1uKSmvOAAJh7X4zTleeWt43gA3UqznU6WuRCjf3WJHQ/edit>

Meeting Started: 2:30pm

Meeting Adjourned: 6:38pm

Board Votes:

- To Keep the Number of members of Board of Directors at 5 members
 - Passed (All board members voted in favor of 5 Directors)

Adjustments to Agenda:

- Based on the time constraints, agreed to defer review of Bylaws until next Board of Directors meeting.

Next Board Meeting: December 11, 2017 @ 8pm via Google Hangouts

Topics for Next Board Meeting

- Review and vote on Bylaws
- Discuss driving into site during the event
 - When can cars drive into the field?
 - Exceptions?
- Additional CORE Leads & Roles
 - Medical

- Public Relations Liaison
- Placement
- Sound
- Town MOOP Crier
- Event Photographer
 - Pretzel, Johnus Derby, Jimmy
 - All three of these individuals have expressed interest.
 - Just need to formalize the position (how photos are collected, legal agreement for rights, etc)
- Discretionary tickets
- Sound core/policy meeting
 - Hours
 - Sound complaints in and outside of event

Action Items for Participants

- Thomas:
 - Summarize feedback survey graphs into single report
 - Draft official delegation of responsibilities and authority for each CORE Lead.
- Seth:
 - Work with Ticketing CORE Lead on regarding the ticketing/volunteer site
 - Have a clear ticketing sign in, and THEN access to volunteer
 - Work with landowners:
 - Event participants approved to turn hose on/off
 - Pre-event meeting with NECTR Board
 - Investigate shipping container for on-site storage
 - Contact individual that expressed interest in Sound CORE Lead
- Jill:
 - Reach out to the LED Flower are to engage for trail lighting for next year.
 - Send out final reminder for any receipts and reimbursements due for the 2017 event.
 - Update website regarding placement during specific work weekend prior to event.
- Jon:
 - Find a solution for identification (lams, shirts, etc) for core event members for next year (Board members, CORE Leads and Rangers)
 - Draft Post Event Report for Public
- Lia:
 - Investigate legal requirements for medical volunteers in CT
 - Investigate legal requirements for providing epipens in CT
- Art CORE Lead:
 - Reach out to specific projects that had a very positive community feedback to encourage future participation: Spaceship, Lunar Moths, LED Flowers, Fire Art

Summary of Discussion by Topic

Gate/Greeters/Parking

- Next year we may merge Gate and Greeters. The positioning of Greeters was ineffective as it was placed after parking when people just wanted to get to their camps and it was slightly confusing to Greeters as to who was just getting to the event vs. was already there. Possibly have three volunteers per shift - two for handling Gate paperwork and one to Greet.
- The main lot could have been filled more and utilized better.
- The side lot off of the main lot was disorganized and could also have fit more cars.
- We need a clear RV policy regarding where they can park.
- Better signage is needed on the road when approaching the event.
- We need coverage for both gates 24x7, however have trouble filling volunteer shifts.
 - Next year we will look into hiring staff for filling the overnight shifts.
- Next year, look into organizing a bus from Boston to help people that need transportation and possibly reduce parking requirements.
- ART Tour: Friday tour of art around the event. This will help to orient virgin nectarines and make them aware of art projects that they may not otherwise have seen. (Where portos are, Center camp, Temple, Effigy, etc)

Communication

- Clearer communication of address and directions provided to ticketed participants is needed pre-event.
- Allow survey responses yes/no/maybe to provide an explanation
- Better communication about early arrival policies
- Better/formalized neighbor communication
- Social media posting from board members - board members can participate in discussions, but not as representing the board. Official responses should come from an individual working in the role of social media liaison.
- Well prior to event, we need to plan dates, times and things that will be scheduled. This will provide better information for the Ticketing CORE Lead and community in general.

Placement

- Theme Camps:
 - Prior to work with theme camps to ensure good signage is in place
 - Clear definition of public and private spaces
 - Encourage events scheduled for specific times as opposed to on-going
 - Encourage sharing reserved space for open camping if theme camp has more space than they need.
 - Next year may have a placement lead to work with theme camps on this.
- Have one scheduled time for placement. Camps that can't make it work via proxy.
 - This will need to be communicated very early and clearly.
- Need a policy regarding taped off campsites. If nobody shows up by EOD Friday, the location is fair game.

- Possibly work with Sanctuary on a new location as the field has become a center of activity and is possibly no longer an optimal location.
- Event map needs to be produced earlier.
 - Challenging given that some camps may not know their placement until the final work weekend.
 - Open Camping needs to be marked more obviously.

DPW

- We could use a couple more burn barrels.
 - Thomas has tools for cutting
 - Need a location for storing (could possibly be solved by an on-site storage container)
- Renting a brush hog was invaluable.
- More trail lights are needed
 - Especially along the main road. Some DPW CORE Leads may have had unsteady late night footing.
 - If these can be distributed during one of the work weekends, that would help set up work on first day of event and DPW could help ensure good positioning of lights.
 - If we can have lights that last through the event, reduces the number of volunteers needed for lighting.
- Work weekends
 - We probably only need two work weekends. Especially if the bridge does not need to be pulled back up the river.
 - Need a co-lead to distribute the work. Having one DPW CORE Lead on-site for three weekends was a large burden. If we reduce to two work weekends and get a co-lead to take one of the weekends that reduces the burden.
 - Better specific work weekend hours need to be arranged. Some volunteers showed up very late in the day when all work had been completed.
 - Need better communication of what to expect at work weekends
 - Poison Ivy (bring a change of clothes and a bag to put them in)
 - Access to Portos
 - Food & Water
 - DPW CORE Lead should have pre-approved budget (\$250) for food, snacks, water, etc. Board to roll this into DPW CORE Lead delegation.
- For next year, contemplate a more elaborate bridge
- Two reimbursements still needed:
 - Matt for random expenses
 - David for brush hog
- If the temperature had been lower, we would not have had enough firewood.
- MOOP & Portos:
 - We need to raise awareness of MOOP.
 - Add a volunteer role for Town Crier to get the word out

- Consider \$25 art grants for decorating/adopting portos.
- Get an additional cleaning on Sunday morning - keep the number of portos the same. Consider removing the work weekend porto to save a little money.

Rangers/Medical

- Radios:
 - May be impacted by warmer temps (better)
 - Consider just getting a bunch of cheap radios
- Next year, Rangers may need more budget for infrastructure
- If legal in CT, have two epipens available at Khaki
 - Lia will look into
- Larger first aid kit is needed

Financial Review

- Formal report will be forthcoming when all expenses have been finalized for the 2017 event.
- A few receipts and reimbursements have not been received yet - a final reminder will be sent out for those.
- Reported expenditures have gone up significantly over the past two years - likely due to better reporting of expenses that had previously just been covered by event organizers out of pocket.
- We are very close to the goal of having enough in reserve to fund the event for two years with the current expenses. This helps to ensure the continuity of the event. This number is expected to stabilize as we increase awarding of art grants and with added infrastructure expenses.

CORE Leads

- Reach out to CORE Leads earlier to verify that they are still interested in the role.
- Encourage CORE Leads to have a co-lead. This will help to ensure the lead does not always need to be reachable.
- Schedule CORE Specific Board Meetings to meet with specific CORE Leads as necessarily to discuss CORE specific topics.
- Approximately one month prior to event, have an ALL CORE Meeting to discuss the event.

