



Apogaea 2013: Alchemy

March Board Meeting

March 17th 2013

PANIC

NOW!



**ELEVEN WEEKS UNTIL WORK
WEEKEND!**

Goal

- ♥ Our goal today: Get through all the items necessary to run a smooth event.
- ♥ The board has agreed to abide by our Meeting Agreements, which were brainstormed in the distant past

Our Agreements .1

♥ **We Avoid Tangents**

Make sure your comments apply to the topic at hand.

♥ **We Stay Relevant**

Does your discussion need to take place at a board meeting? If not, discuss later.

♥ **We Use Robert's Rules of Order**

Motion, Second, Discussion, Vote. Stay on the motion until it is resolved. Please raise your hand to speak; the President will give people the floor.

♥ **We Avoid Sidebars**

One conversation at a time, please.

♥ **Charlie Don't Surf (And Nor Do We)**

Do not use computers to surf the internet or interact on social media during the meeting.

Our Agreements .2

♥ **We Don't Micromanage**

Does the decision need your input? Department leads are empowered to make their own recommendations; we don't need board input on every decision.

♥ **We Don't Open Old Issues**

If we've voted on it, it has been decided. Only new information warrants reopening an issue.

♥ **Celebrate Immediacy**

Call people to resolve conflict (rather than emailing or posting).

♥ **We Apply Radical Inclusion**

There are no prerequisites for participation in our community.

♥ **We Assume Best Motives**

Our Agreements .3

♥ **When In Doubt, We Call**

Call people to resolve conflict (rather than emailing or posting).

♥ **We Don't Gossip**

“Avoid using the word to speak against yourself or to gossip about others.”
– Miguel Angel Ruiz

♥ **We Meet for Fun**

♥ **We Participate Fully**

♥ **We Leave No Trace— Of Our Disagreements**

Call people to resolve conflict (rather than emailing or posting).

Agenda Overview

♥ **1:10 pm: Public Comments and Introductions**

(15 mins)

♥ **1:25 pm: Officer Reports**

(25 mins)

♥ **1:50 pm: General Items**

(130 mins)

Public Comments and Introductions

(1:10 pm: 15 mins)

- ♥ Please plan to address any issues you have for the board at this time.
- ♥ Comments from non-board members during the main meeting session may be limited due to time constraints.

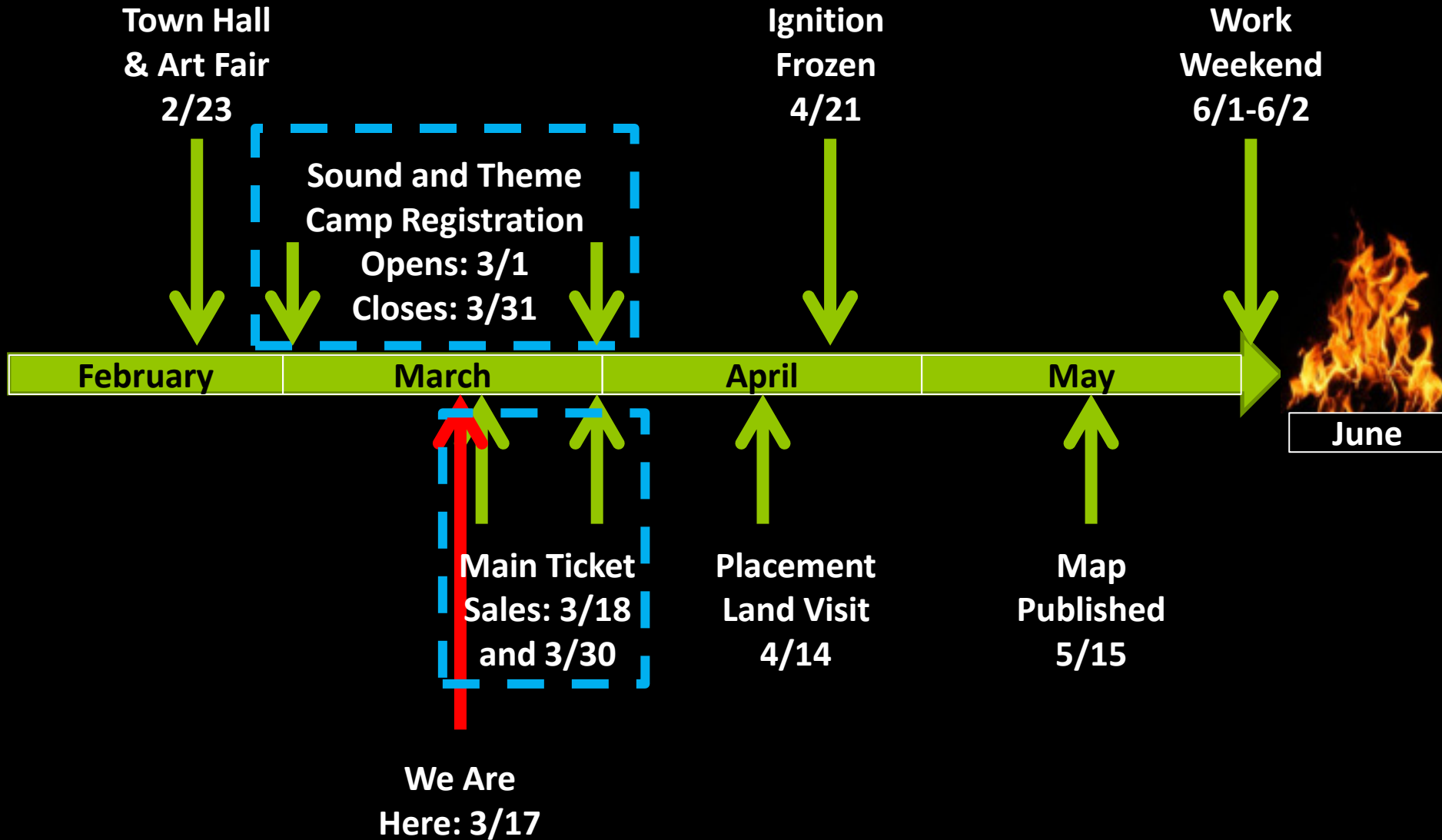
Officer Reports

(1:25 pm: 25 mins)

- ♥ President – Update
- ♥ Vice President – Update
- ♥ Treasurer – Update; current financial report; approve disbursements
- ♥ Secretary – Update

Git 'Er Done!

Apogaea 2013 Timeline



Gate Hours

- ♥ Tues 6/4 (EARLY ENTRY) noon – 7:59* pm
- ♥ Wed 6/5 (EVENT OPENS) 9 am – 7:59* pm
- ♥ Thur 6/6: 9 am – 7:59* pm
- ♥ Fri 6/7: 9 am – 7:59* pm
- ♥ Sat 6/8 (EFFIGY BURN NIGHT): 9 am – 6 pm
- ♥ Sun 6/9 (EXODUS / GTFO): 9 am – 6 pm

* MOST SHIFTS FINISH 9 PM

“I don’t know who to talk to about this question”

1. Email your Ground Control Lead at their Apo email
2. Be cool. Everyone is busy
3. Call them after a couple of days, or right-away if it’s urgent
4. Email your board Liaison after a couple more days (everyone has a Liaison) or sooner if it’s urgent
5. Lastly, if you still can’t get an answer, email missioncontrol@apogaea.com and we’ll connect you to the right person
6. Don’t let important questions linger... all these steps should take no more than a week!!!

Ground Control

- ♥ Make sure you have your Liaison's and Lead's phone numbers and that they have yours
- ♥ Find your Daily Leads and get them Ratified
- ♥ Identify required Shift Slots and send to Bug
- ♥ Read your department's Ember Report from 2012
- ♥ Write "How We Do It" checklist for next year

Responsible, Accountable, Consulted, Decides

Who / What	Choosing Apo Budget	Creating Apo Policy	Adding Ignition Members	Finding Apo Volunteers
Daily Leads	Consulted on budget items	Consulted on policy	Consulted on new team members	Consulted on shift decisions
Ground Control Leaders	Responsible for drafting department budget	Responsible for drafting department policy	Responsible for finding new Daily Leads	Responsible for identifying list of shifts and volunteer counts
Individual Board Liaisons	Accountable for drafting department budget, and keeping department to budget	Accountable for drafting department policy, and ensuring leads are following policy	Accountable for finding Ground Control and other Leads, proposing new Ignition positions, defining “success” for lead roles, and ensuring their performance	Accountable for identifying list of shifts and volunteer counts
Board	Hears proposal, decides on budget	Hears proposal, decides on policy	Hears proposal, decides on Ratification of new Ignition members	Hears proposal, decides on volunteer counts

General Items

(1:50 pm to 3:50 pm)

- ♥ Ratify new Ignition Functional Leads (15 mins to 2:05)
- ♥ Liaison plans to fill critical vacancies (10 mins to 2:15)
- ♥ Timeline update, open items and things we need, roles and responsibilities: kingpin (20 mins to 2:35)
- ♥ Volunteer coordination update: April (10 mins to 2:45)
- ♥ The Fantabulous Ignition Hoodie Presentation: Kemo (30mins to 3:15)
- ♥ Change in Bylaws regarding who are Ignition: kingpin (20 mins to 3:35)
- ♥ Insurance updates: Eric (15 mins to 3:50)

Namaste,

Motherfuckers



You don't have to go home.

But you can't stay here.

(Apart from Meg and Matt.)