

**Apogaea Board Meeting Agenda**  
**November 16th, 2015 3pm**  
Fusion Factory

How we roll

- Being fully present and sober at meetings.
- Avoid tangents. Make sure your comments apply to the topic at hand.
- Does your discussion need to take place at a meeting? If not, discuss later.
- Remember 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.
- No sidebars
- Do not use computers to surf the internet or interact on social media during the meeting.
- No micromanagement – do we need your input? We don't need everybody's input on every decision.
- Do not reopen old issues. If we've voted on it, it has been decided. Only new information warrants reopening an issue.
- Are you the only one speaking, let others speak. Make it safe for everyone to participate.
- Only respectful dialogue moves us forward. Disrespect will not be tolerated.
- Respect the time and effort of others for we all make sacrifices to be here. So be prompt, present, to the point, clear and honest and always strive not to listen but to truly hear.

Principals to follow

- Radical Inclusion
- Assume Best Motives
- When in Doubt, Call
- No Gossiping
- Meet for Fun
- Participate Fully
- Leave No Trace—of your conflict

**Apogaea 2016**

3:10 - 3:15 Accept Agenda, Introductions, “How we roll”, pick “Stack Master”

- There are not enough members to have a quorum, nothing can be voted on today because there are only three board members present.
- In attendance: Sharon, Lex, Luki
- Cano, Dana, Jessica

3:15 - 3:20 Public Comments

- ProcrastiNate and Alexis are planning on getting married at Apo this year, wanted to talk to the Board about how to get day passes for family members for their wedding
- They received an art grant last year for an art installation that they will be getting married in
- They'd like to know timing as soon as the Board does so that they can set a date

3:20 - 4:00 Officers Report

- President - We heard you!! Thank you!
- After last meeting Sharon reached out to Telemetry to update them on some of this year's ideas that were discussed at the Board Retreat. Specifically surrounding ticket prices and

downsizing Ignition, the intention behind the message was not to come across that these things were finalized, it was intended that these things would be discussed with the community before voting on these changes. Comments on the webpage were enabled to see if that could be an avenue for communication would be good to interact with the community.

- The community feels that there is no regard for their input. Facebook hasn't been the best avenue for communicating with the community as things tend to get emotional. The biggest take away from all of this is to let everyone know that their comments were taken into account and that we have a much better idea of people's thoughts and opinions on the proposed changes to ticketing structure or Ignition's size.
- Land options need to be delegated into a solid plan A and plan B
- Vice President -
- Cano did engage the community on Facebook and he took away many positive things from the communication that took place. He was trying to figure out new ways to make the volunteer base and wider community to feel more appreciated. He thinks that in the past Apo has been very good at thanking their volunteer base but have dropped the ball in thanking those with large leadership roles in Ignition and their departments, the people who do a lot of work year round for the event.
- Three to four year terms could be enacted as an idea to prevent burnout in Ignition as proposed by Cano. Four years is quite a long time to be in any position. So to give them a timeline in which a goal can be completed with an appreciation plaque given at the end of their term could help them to feel more appreciated. They could also be more able to train people below them if going in with a timeline in mind.
- Lex comments that she wouldn't want it to turn into forcing people off, especially if they love what they do and their teams like them. She feels like especially if it's a role that's hard to fill it could hurt the org to make this policy obligatory.
- Sharon comments that if someone has been sitting in a lead or XXXO position, there comes a time to pass the torch and give others a chance to lead
- Luki mentions that this year requiring all applicants to apply again for lead and XXXO positions, it makes it easier for people who are willing to apply rather than just thinking those positions are filled already. Also when people have been a lead for a long time sometimes they feel like they are letting the community down by stepping down so with a term limit it may help people to not feel like they are bailing on their role.
- Sharon talks about making lead positions a mandatory two year term to help leads find their replacements and have time to train them so that people have more time to get into the position and feel comfortable in the position. Cano brings up that it may make it harder to fill these positions if people feel that they cannot commit to a two year term.
- Lex calls for letting teams decide what structure works best for them because different departments have different needs and levels of difficulty in their positions. She thinks that succession planning is an awesome idea to shoot for and to implement.
- Secretary - Review of October's meeting minutes
- Summarizing the minutes still needs to be done under direction of the Board and once a decision is made to release them they will be uploaded to the Wiki page
- We now have a community reporter so this can happen in December
- There is not consensus from the Board on what exactly should be released, minutes as is, or the summarized version

- Transparency and community accessibility to this information will be made available to the community within this week.
- Right now Ignition has to request access to the minutes, Sharon doesn't want to use that method going forward. She wants them to have open access to them without having to request them.
- It is also possible that making the information too public disengages some of the community from actually coming to the meetings, because they can read the write up later.
- Treasurer - Ins update
- Up to date financial info has been e-mailed to Mission Control
- Black Swan Fund: **\$24,015.43**
- Oct 31, 2015 Operating Fund **\$114,292.93**
- Financials for the year should be posted to the website before the end of the year. Dana wants them to be very precise and organized before being posted so that there is transparency.
- A financial committee needs to be voted in to give Dana more support.

#### 4:00 - 4:30 Land Decision Announcement - Next steps and most current information

- Sharon talks about the land visit to Walden after the Board retreat and how the Board has gotten a good feel for the pros and cons. Safety services at the Walden land because of it's remote nature would be around half of our budget this year. Travis's letter outlined preliminary costs on what it would take to get this piece of property up to speed for the event.
- There was a vote that shows that the Board feels that this is a viable piece of land. But as soon as the vote for that motion commenced, another property came to Sharon's attention.
- Sharon visited the land on Friday, the land is 40 minutes outside of Trinidad.
- The landowner is experienced in throwing large population events and has extensive experience in permitting processes. He is very tight knit with the community in Trinidad and could be a valuable liaison.
- There are 9 active natural gas wells on the property which could pose safety concerns. Halliburton maintains the roads on the properties. In the spring the grass is very short because cattle grazes there. This land is also 2,000 feet lower in elevation than the Walden land.
- There is electricity on the property as well as a landing pad for a helicopter. There is an entrance and an exit road on the property whereas Walden only has one road in and out.
- Dana's concern is the permitting process in the county. Sharon states that Glenn the landowner suggested that we get started on it sooner rather than later. The pricing would be almost the same that Walden would be.

#### 4:30 - 5:00 That Ignition & Ticketing thing - Discuss board consensus and layout of final decisions

- There is not Board consensus on these issues. Also, there are only three Board members present so this will be discussed at a later date.
- Discounts can be a valuable tool to show appreciation for those who dedicate large amounts of time to the organization, not only at the event but throughout the year.
- Those who only volunteer three hour shifts at the event shouldn't necessarily get the

same benefits as those who give huge amounts of their time to the organization. A tiered system has been discussed.

- Dana and Cano mention that it is hard to staff BAMF and Medical, and the liability is significantly increased in those situations. Dana wonders if these departments should be approached differently than other departments entirely.
- DPW and Medical and BAMF put in huge amounts of man hours as well as take on huge amounts of responsibility, so Luki feels that it is very important to reach out to these teams and be responsive to their needs. Luki feels that free tickets have been more reward and appreciation rather than a bribe.
- Luki talks about a tiered system that involves earning badges and/or patches or moves up through some level of ranks that you could use as time in to earn different levels of discounts. A meritocracy he calls it :) It would be predominantly in a virtual medium, perhaps like a forum or a message board or something of the like.
- Dana wants to make sure that one type of person isn't left out of ticketing, the newbie. The person who has a friend who is going to Apo or has a relative who is an Apogean to have access to a volunteer ticket. Patrick of DPW talks about having guaranteed tickets for these kinds of people and them having the opportunity to earn a discounted ticket the following year.
- Plus one tickets are still being discussed and it hasn't been decided yet who should have access to these.
- Dana calls for putting out a statement to the community letting them know that the Board has heard their concerns over tickets and they are being seriously considered. We need to show responsiveness to their concerns.
- The concern over not giving discounts was in the name of setting up the organization for success over the next three to five years especially in light of the event being cancelled last year. The community has said that they wouldn't mind ticket prices being hiked in the name of financial straits but not with doing away with discounted tickets for volunteers.

5:00 - 5:35 Ratifications:

- None of this can be voted on because there are only three Board members present.
- Dakota Lyons - Gate Lead
- Caroline Kert - Ranger Khaki/Department co-lead
- Evan Mallgren - ASS
- Megan Demaey - Community Reporter
- John Semple - WWW
- Stuart Theodore - Wiki Lead
- Daniel Gonzales - CATS/AMP
- Chelsea Trinko - CATS
- Samuel Liman - Onboarding Lead
- Marc Jones - CATS
- Cody Day - CATS
- Mitch Hoffman - CATS
- John English - CATS
- Mike Lustig - CATS
- Becky Guy - CATS
- Ron DePugh - Transportation Lead

- Patrick Richmond - DPW Manager
- Katie Nichols - DPW Manager
- Doug White - DPW Manager
- Kyra Hurlock - Daily Greeter Lead
- Celine Williams - Info Booth
- Liv Michaelson - Cat Herder Lead

#### Old Business:

- Ground Control Retreat Date; The consensus is to have it on Saturday January 30th as decided via Doodle. The announcement will be made via Telemetry soon.
- Calendar updates including Doodle results for future board meetings Everyone except for Taylor voted. Tentatively Wednesday the 16th or Thursday the 17th between 5pm-6pm.
- By the next Board meeting it is hopeful that previous year's budgets will be sent out to the leads by Dana and they can use that as a guide to submit their budgetary requirements, for which a date will be set by the Board. This is projected to happen after December's Board meeting.

#### New Business:

- Any movement items on Walden land, i.e. approval for spending Nothing specific at this time, especially in light of the new land. An e mail will be sent out detailing the pros and cons of each piece of land that will be put to a vote before the end of the year so that permitting can get under way. Luki questions if the land work on Walden is possible to be done in the spring? Patrick says that coming from Brock's perspective, if it is going to be in the spring, we could be dealing with solid mud so it would be best to try and get it done before the winter is here. Patrick and Brock want to get out to the new land and get eyes on it. This should happen as soon as possible. Cano just came back from Steamboat near Walden pass and they already have snow there.
- Q&A, possible approval for John Wilcox
- John was involved in student government and finance in college in Anchorage, Alaska.
- He enjoys being as involved as possible in any organization he works with.
- He just moved here from Oregon, and now resides in Fort Collins. His schedule is very flexible at this time and he doesn't foresee issues attending meetings.
- He has been a burner for 5 years, and has experience in different regionals. He has worked with lamplighters, gate, and other departments.
- He is more than able to come down between now and the next meeting to meet with the member of the Board who are not present today. Sharon mentions that she will look into hosting a vote online.
- New workflow and project management tools; Apogaea Timeline; How we will create a culture of action.
- Telemetry - Say at me and board interviews
- Ideas are being bounced around to have short interviews with Board members, a few minutes at the longest to get up on the website as a way to get to know the current sitting Board members. Make the Board more personalized instead of just 'the Board' to the community
- The Say At Me, from an external communications standpoint, should be assigned to each Board member individually. This should be discussed with the Board members to see if

it's something they are comfortable with. This could be an awesome tool to have a direct line of communication to the Board from the community, and may even cut down on the drama that spews all over Facebook.

- Board development training series/workshops

Next Meeting:

Tentatively - December 20th at 3pm  
Fusion Factory