

Star City Pride Board Meeting Agenda 5-23-18

Miller Time Pub

Start Time: **7:05 pm**

End Time: **8:45 pm**

Board Members Present: **Vadra, Riley, Gretchen, Ron and Kephania**

Board Members Absent: **Dan**

Financial Update from Gretchen:

- Current Balance: \$10,572.57 plus deposit from the pageant.
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Update from Dan:

- Give to Lincoln Day Update
 - How do are thank you's want to look this year? Card Stock print out that we did two years ago. Kephania will make changes and then send to the group for edits.
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- Volunteer Update:
 - Everything is pretty much full but we still need help with set up, reset and tear down. Please push for volunteers online!
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- Speakers Update:
 - 5 confirmed plus city council member: OUTline, PFTY, NAP, Family Health Services and PFLAG.
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Sponsorship, Advertising, Vendor Update:

- Pride Guides need to be distributed over the next week. Who can do what?
- Vendors – Need to work on map/layout. Need to get print off's done. – Riley
- City of Lincoln Parking – picking up parking passes tomorrow. - Kephania
- Can we mail Pride Guides to Zillow this week? Performers? Anyone else? Riley

Stage, Sound and Lighting

- Spotlight – Kephania will reach out to Brenton
- LED wall update – need to set up a meeting with Brenton.
 - Video Reel 16 x 9 ration.
 - Logo's of all sponsors at \$500 or more.
 - Looping at 7 seconds.
 - Send Riley the prices - Kephania
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ASL Grant:

- Kephania is still working on finding some free interpreters. We for sure have two paid interpreters Saturday from 3 to 7.

Website Update:

- Ticket pre-sale online – Ron has set up.

Update from Ron on entertainment:

- Pageant – money raised - \$276.00 at the door and \$155.00 from the raffle
 - Need signed contracts and money paid out forms

- Hotel
 - Purchased. Vadra will send out confirmation numbers tomorrow. 9 rooms total with 3 of them being for two nights. SCP will have a room for entertainment if they need a place to get ready and a room for volunteers. Board is welcome to spend the night but please do not leave your personal items in the room as we will have people coming and going. Vadra will have the keys and know who is using the room at certain times. Ron, please relay this to entertainers as you see needed. . Dan, please relay this to volunteers as you see needed.
- Flights for performers:
 - Purchased
- Entertainment Update
 - Ron, please provide a pride guide to entertainers when they arrive. In the pride guide we've have provided return flight information, hotel information, schedule of performance times and when they are to be picked up and any other pertinent information you see fitting such as breakfast options the next morning
 - Entertainers must have their ID if they want to drink at pride.

Update from Gretchen:

- Alcohol Sales:
 - Beer: Not sure what kind of beer Backswing is going to have yet.
 - Liquor: Vadra will get liquor ordered this week.
 - Red Bull: Gretchen will reach out to them again.
 - Pop
 - Water – currently have 14 cases. Need at least 30 more.
 - Kimmer and Mary to organize and supervise. Need to discuss pay. Payment will be discussed until after Pride.
 - Kimmer will provide a schedule next week.
- Permits:
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- Updated Budget if needed:
 - Need to update pageant payout to \$400.00 each year.
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Other Items of Business from the last meeting:

To Do List:

Gretchen

- Cash Order: Getting ordered this week.
- Insurance: Still needs to be signed.
- Order/Reserve the Ice Truck: Done
- Trash: Done, ordered 4 smaller bins with lids. We need to break down all cardboard.
- Porta Potties: Ordered: They will be serviced Sat morning.
- Order of Set up on Friday:
 - Brenton in at 6 am. We are not going to rent the second stage from Brenton. We think we will be ok with the tents and the pipe and draping as the green room area. We might look into having Gretchen's camper.
 - Glenn's in at 10 am – tables and chairs are the same number we had last year.
 - Beer truck at 11 am
 - Porta Potties to come between 10 am and 1 pm.

Riley

- T-Shirt Update: Should arrive no later than next Thursday
- Press Release: Done and Sent – thank you Riley for editing.

Kephanie

- Jimmy Johns – need to know how many sandwiches to get. **Ordering 30 each day. They will be ready at 2 pm on Friday and 11 am on Saturday. We can store these in the beer truck.**
- **Riley will reach out to Starbucks.**
- Kids Zone – need to purchase snacks and some new bubbles. **Need to reach out to Abbi to make sure they are all set. There will be a total of 4 tents for the Kids Zone (3) and Youth Zone (1).**
- Wristbands – ordered and delivered.

Vadra

- UHaul – reserved
- Parking contact – space next to the tailgate lot: **Vadra will reach out to them.**
- Cash Registers – **Vadra is looking into on Monday. Need t total of 4 squares.**

Supply List for Pride:

- Clothes Pins
- Tents – **Gretchen did purchase 8 more 10 x 10 tents and one 20 x 10 (bar).**
- Booze Mark Off Sheet – **Gretchen, how do you want to do this?**
- T-Shirt Hangers - **Vadra**
- T-Shirt Check off sheet - **Kephanie**
- **Ron needs full length mirrors – ok'd him to spend \$40.00.**
- **Rope lighting for back stage – Gretchen.**
- **Extra extension cords – Gretchen.**
- **Bar towels – Vadra will call Mel.**
- **Pop - Vadra**
- **Please bring extra fans if you have any.**
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