

# EVENT PROGRAMMING MEETING

## Department of Event Programming

Minutes for Friday, October 7<sup>th</sup>, 2016 at 2:30 P.M.

THIRD FLOOR OF THE JOE CROWLEY STUDENT UNION, ROOM 323

1. **CALL MEETING TO ORDER**

Director Hurdle called the Event Programming meeting to order at 2:31 pm in Room 323, 3<sup>rd</sup> floor of the Joe Crowley Student Union. Presiding secretary, Andrea Godoy.

2. **ROLL CALL**

Director Hurdle, Assistant Director Kinel, and Programmers Beenfeldt, Bickel, Kerhin, Lensch, and Rocco were present. Assistant Director Leard and Programmers Gbenjo and Thomas were absent excused.

A quorum was present.

3. **PUBLIC COMMENT**

There was no public comment at this time.

4. **MINUTES**

- a. The minutes from August 25, 2016

Assistant Director Kinel moved to approve the minutes from August 25<sup>th</sup>, 2016.

Programmer Lensch seconded.

Motion carried; the minutes from August 25, 2016 were approved.

- b. The minutes from September 23, 2016

5. **BUDGET REVIEW**

Director Hurdle said BLF was way under budget. They spent \$35,000 out of the budget since the review. Assistant Director Leard was out of town but he will have a more thorough report later.

6. **REPORTS**

- a. Davison Beenfeldt, Programmer

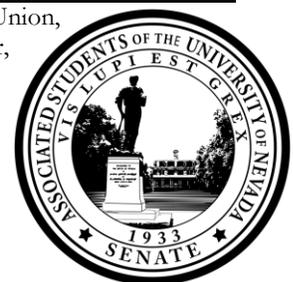
Programmer Beenfeldt said the Undie Run and March from the Arch were good to go. The Undie Run was waiting for approval from Director Ayard. Rules for March to the Arch have been assigned and anything that was not done has someone assigned to it. The zip line has been moved to the Orvis Parking Lot due to construction next to Thomson Building. He still has to get it approved and if it isn't, they will have \$3400 for a zip line that won't get used. He looked into other possible things they could do if the zip line isn't approved and asked them to let him know if they had any ideas for possible activities. He will let them know as soon as he knows whether the zip line is happening or not. Whatever they do if they need to change the zip line it has to be less than the \$3000.

Dr. Beattie said they can do obstacle courses.

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Posted at 1664 N. Virginia St., Reno NV 89557 in the ASUN Offices in the Joe Crowley Student Union, Frandsen Humanities Building, the Ansari Business Building, Mathewson- IGT Knowledge Center, and online at [www.nevadaasun.com](http://www.nevadaasun.com).

If you would like a copy of any of the agenda items listed, please contact Casandra Hurdle at [directorofprogramming@asun.unr.edu](mailto:directorofprogramming@asun.unr.edu).



Programmer Beenfeldt looked at things that were easy things like rock walls. Previous requests like this have gone through so they should be fine but he will let them know if it doesn't.

b. Erica Bickel, Programmer

Programmer Bickel and Programmer Kerhin are doing service event for homecoming; other than that they aren't doing much and can help with their homecoming events.

Directly Hurdle asked them to brainstorm ideas for welcome back week.

c. Oluwafemifola Gbenjo, Programmer

d. Raine Kerhin, Programmer

Programmer Kerhin said the service event is on the 16<sup>th</sup> on Sunday. It would be the first event and they decided to do a team event where they have to have 15 participants to get points instead of having a competition of who has the most people. It will be from 9 am-1 pm. She is talking with Director Partridge to see who they will partner with and to have signups be on GivePulse.

Dr. Beattie said that if there were 18 teams with 15 people each, they will need to find a way to transport 270 individuals.

Programmer Kerhin said they talked about using Campus Escort.

Dr. Beattie said they didn't think they could accommodate that many people.

Director Hurdle said they can lower the number of people required per team.

Dr. Beattie said they can lower the number or do Dick Taylor Park since it is the park that President Boone adopted and there have to be four cleanups a year. For the cleanup, they had 60 people attend. He suggested they talk to President Boone.

e. Austin Lensch, Programmer

Programmer Lensch said for the talent show and pageant, he and Programmers Gbenjo and Rocco are in contact with the Joe to get all the details reviewed. They will be set up by 12:30 on both days and rehearsals start at 1pm. For homecoming, he met with candidates and went over the information so they should know everything they need to know. It should be set up for them. For the talent show, he will be looking for music next Friday. Once they have it they can get it approved.

Dr. Beattie asked if they could sign a liability waiver before practice.

Programmer Lensch said they asked the candidates to arrive 30 minutes before rehearsals so they can sign papers while they wait to perform.

Dr. Beattie asked if they will get wristbands when they sign up.

Programmer Lensch said yes.

- f. Jakob Thomas, Programmer
- g. Anna Rocco, Programmer

Programmer Rocco was working on the talent show. They have judges confirmed; one is a pack friendly business and the others were local businesses because pack friendly businesses were taking a while to respond. She is finishing the scripts and the final details for the week. For game day, everything is set and she will go over it when they have budget proposal.

- h. Emilia Kinnel, Assistant Director

Assistant Director Kinnel said that next week to hype up homecoming, they will have ASUN members dress up in throwback characters. They will post throwback baby pictures and whoever guesses correctly will get a gift card for the Wolf Shop. If they want to dress up, please let her know, they want to have at least one picture up every day. She and Max are doing Kim possible Ron and President Boone and VP Springmeyer are doing Dynamite and Pedro. She asked the programmers to send her a time for monthly meetings to meet with interns. They should schedule meeting times at least once a month.

Programmer Kerhin asked how often they needed to meet.

Assistant Director Kinnel said they should meet at least once a month or more appropriately when planning an event.

- i. Bryan Leard, Assistant Director
- j. Casandra Hurdle, Director

Director Hurdle has over the details with Directors Beattie and Ayard. Director Beattie will be out of town next week so they need to make sure they respond to Director Ayard if she contacts them. There are more captain meeting tonight, she asked the programmers and interns to please come if they could. Programmer Lensch met with the pageant candidates. She asked them to remove themselves from any groups that added them for homecoming. If there are any problems within their organization, please have them contact her. They need to be unbiased and not participate in anything. She also asked them to start brainstorming ideas for Welcome Back Week and for spring in general. They will pick dates for Unity Week, Mackey Week and Family Weekend once they have welcome back week. They changed the door code and they need to stop giving out the code to anyone. They keep personal things in that office so they need to keep people out that don't belong.

Dr. Beattie said that they don't have the key to President Boone's office or to Chief of Staff Athena's office so they shouldn't give the "key" to their office out either.

Director Hurdle said they will have things like scores and event lists that need to be kept private.

7. **OLD BUSINESS**

- a. There is no old business at this time.

8. **NEW BUSINESS**

- a. Game Day Proposal

Programmer Rocco moved to approve the Game Day Proposal.

Programmer Lensch seconded.

Programmer Rocco said the budget is similar to the last one, but the money machine and water inflatable were increased. Tarps and rockwall were the same. Since they were partnering with the Joe it will attract more people than just Greek life.

Roll call vote was taken; motion carried unanimously.

- b. Undie Run Proposal

Programmer Beenfeldt moved to approve the Undie Run Proposal.

Programmer Kerhin seconded.

Programmer Beenfeldt said the Undie Run is a clothing drive and a run from campus. Students check in at 8pm and will donate clothes which are then weighed. Donating the opposing team's color gets double the points. The run starts at nine and goes until eleven. A scale was donated, need trail markers, ESI security, and Uhaul.

Programmer Beenfeldt moved to add \$70 to item 6 for U-haul rental.

Programmer Bickel seconded.

Director Hurdle said the total budge was now 740 dollars form 670.

Programmer Beenfeldt said the scale went up to 10000 pounds of clothing and the year before it was 2000, and was accurate by 1 pound.

Programmer Kerhin asked if they were going to randomly pick the bags for inspection or if they would check all of them.

Programmer Beenfeldt said it would take a long time to unpack each bag. They will have teams separate their own bags themselves and then randomly check and threaten checks every three bags or something. It will deter people from cheating if they knew we could find something. If they weigh a bag and one bag is twice the normal weight, they can check as well.

Beattie said they should tape the names of each team for the bags they turn in and then have Catholic Charities follow up with the board. They can eliminate anyone from participating in homecoming next year if they do cheat.

Assistant Director Kinel said it would be more effective if they warn teams that if they find anything they will not receive any points for the competition.

Director Hurdles said that was in the PowerPoint and they have been warned.

Roll call vote taken; motion carried unanimously.

c. Fusion- The Young Turks Event

Director Hurdle said they want to film an event. We need to find them a room and fill it with people. If we don't do it the center for student engagement will do it regardless.

Programmer Beenfeldt asked what they will be doing.

Secretary Godoy asked if there was a budget proposal.

Director Hurdle said no; it was a free event. Explained it's kind of like a debate where they engage with students.

Dr. Beattie said they film a couple people on a panel and a room full of students and talk to students. This series would be a live stream on Youtube where students can discuss issues. The group Fusion is a group of young people who do social media in the form of news for millennials and target struggles.

Assistant Director Kinel asked if they had a space available.

Director Hurdle said the Joe is booked that day, potentially Nightingale.

Assistant Director Kinel said DMS 110 would work.

Director Hurdle said they talked about that too. They need something to work technology wise.

Programmer Beenfeldt asked how objective they are; he would not want to invite the college Republics or Democrat club and have them be one-sided.

Director Beattie said it they were supposed to be discussing the struggles college kids faced.

Director Hurdle said they can discuss that with them later as well.

Programmer Rocco said that with the room they picked, they had to be careful to not pick too big of a room because then it would look like it wasn't full even if they had a lot of people.

Director Beattie said that from what they saw in the videos, they used smaller rooms.

A roll call vote was taken; motion carried.

9. **OPEN DISCUSSION/COMMENTS AND ANNOUNCEMENTS**

There were no comments or announcements at this time.

10. **PUBLIC COMMENT**

Dr. Beattie thanked them for their nice excel sheets and felt calm leaving next week since he knew there were no holes or gaps. They had a nice check list and that should make them feel better as well. Putting it all on paper makes it easier.

11. **ADJOURNMENT**

Director Hurdle adjourned the meeting at 2:55 pm.