

# 2018-2019 Geek Parties of the Grand Valley Board Meeting

## January \_\_\_\_\_, 2019

### A) EVENTS

#### 1. Calendar for 2019 - DATES ONLY (See below for details)

##### a. FEB

- i. Austen Fair - Sat. Feb. 2, 4:30
- ii. Valentine Verses: Love Poem Readings and Silent Auction - Fri. Feb. 8

##### b. MAR

##### c. APR

- i. Avatar: The Last Airbender Marathon and Tea - April 6
- ii. Much Ado About Nothing (MAAN) Auditions - April 27, 29, 30
  1. 27: 10-12 and 3-5
  2. 29: 5-7
  3. 30: 6-8

##### d. MAY

- i. MAAN Cast List - May 4

##### e. JUN

- i. Shakespeare - M.A.A.N. (Much Ado About Nothing)
  1. FIRST CHOICE: Sat. June 22
  2. SECOND: Sat. June 15

##### f. JUL

- i. Meme Party - July 20

##### g. AUG

- i. Musical Movie Marathon and Sing-along - ???
- ii. LEGO Battle of the Builds - ???

- h. SEPT
- i. OCT
  - i. Poe Project
    - 1. Sun. Sept. 29 - Sat. Oct. 5(?)
- j. NOV
  - i. Yule Ball - Nov. 16th
- k. DEC
  - i. Christmas Caroling - Dec. 10th
    - 1. Rebuild & print songbooks
- l. RECURRING
  - i. Cosplay Creation and Wear event - monthly
    - 1. Wear cosplays and bring stuff to sew/build/make
    - 2. Photo booth? Green Screen at Library's Studio 970
    - 3. With library GOAT (teens)
- m. Other
  - i. Last year's ad
    - 1. Mad Max
    - 2. Battle of the Builds (LEGO)
    - 3. Musical Movies
    - 4. PTBATT (Dec.?)
      - a. For the year 2020 (from Notes left in 20...16? Or so?)
  - ii. Dad Jokes Event
    - 1. Father's Day (June 16th)
    - 2. Edgewater or similar
    - 3. Family friendly
    - 4. Tournament with brackets
      - a. Start with one-liners
      - b. Work up to "shaggy dog" stories

- 5. Rate by groans
  - n. 2020???
- 2. Partners, Venues, etc.
  - a. KAFM
  - b. Art Center
  - c. Uncanny Valley
  - d. Theater Project
  - e. Veteran's Art Center
  - f. Vinje
  - g. Edgewater
  - h. Copper Club
  - i. Lithic
  - j. Out West Books
  - k. Kiln
  - l. Best Slope
  - m. Board Fox Games
- 3. Theater Division
  - a. Have one
- 4. Parties Division
  - a. Have one
- 5. Project Details
  - a. Austen Fair
    - i. Date: Feb. 2
    - ii. Venue: Margery Ballroom
    - iii. Event Coordinator: Heather Nicholson
    - iv. Event Director: Heather Nicholson
    - v. Other Dates:
      - 1. Planning meeting: Nov. something, Jan. 12, Jan. 26

- 2. Auditions: none
    - 3. Rehearsals: none
    - 4. Other: none....
  - vi. Participants and roles: All and sundry: Heather Nicholson, Mia Cannedy, Alissa VanCamp, Ron Young, Rick Svenson
  - vii. Other:
- b. Valentine Verses Fundraiser
  - i. Date: Fri, Feb. 8
  - ii. Venue: Kiln Coffee Bar
  - iii. Event Coordinator: Heather Nicholson
  - iv. Event Director: Heather Nicholson
  - v. Other Dates:
    - 1. Planning meeting: none
    - 2. Auditions: none (call for Readers online through GP Page and Community)
    - 3. Rehearsals: nope
    - 4. Other: good to go!
  - vi. Participants and roles:
    - 1. Readers: Ann Hartter, Heather Nicholson, Mia Cannedy, Christopher Michael, Nathan Herald, Anna Ragsdale, Robintix Perryman
    - 2. Silent Auction Coordinator: Heather Nicholson (see other document for donors)
  - vii. Other: meh
- c. Shakespeare
  - i. Date: June 22 (or 15)
  - ii. Venue: ?????????
    - 1. Redlands Community Center
    - 2. Edgewater (inside and/or outside)
    - 3. Spoons covered pavillion
  - iii. Producer: Kristian Hartter

- iv. Event Coordinator(s): \_\_\_\_\_
- v. Event Director: Heather Nicholson
- vi. Other Dates:
  - 1. Planning meeting: March 31, 2-4(?)
  - 2. Auditions: April 27, 29, 30
  - 3. Rehearsals: Tuesdays and Thursdays May 4 →
  - 4. Other:
    - a. 5/7 and 9 (read-throughs, comprehension, any casting tweaks)
    - b. 5/14 and 16
    - c. 5/21 and 23
    - d. 5/28 and 30 (off-book May 30th)
    - e. 6/4 and 6/6
    - f. Possible 6/8 (Saturday) if needed - speed-through?
    - g. 6/11--Props rehearsal
    - h. 6/13: KAFM performance/ Dress rehearsal
    - i. 6/18 and 20 (promotional?)
- vii. Participants and roles:
  - 1. Stage Manager/Actor Liaison: Nathan Herald
- viii. Other:
- d. Poe
  - i. Date: Sept. 29-Oct. 5(?)
  - ii. Venue: Various
  - iii. Event Coordinator: lots
  - iv. Event Director: lots
  - v. Other Dates:
    - 1. Planning meeting:
      - a. July 13
      - b. Aug 17

- c. Sept 5, 12, 19, 26
  - 2. Auditions:
  - 3. Rehearsals:
  - 4. Other:
- vi. Participants and roles:
- vii. Other:
- e. Yule Ball
  - i. Date: Nov. 16 (?) Dec. 14 (?)
  - ii. Venue: ??????
    - 1. Ideas
    - 2. Go
    - 3. Here
  - iii. Event Coordinator:
  - iv. Event Director:
  - v. Other Dates:
    - 1. Planning meeting:
      - a. Monthly Feb.-Jul.
      - b. Bi-monthly Aug.-Nov.:
    - 2. Other:
      - a. Set-up
      - b. Clean-up
  - vi. Participants and roles:
    - 1. GOAT: Committee(s)
    - 2. Geek Parties: overall
  - vii. Other:
    - 1. Tickets - half benefit GOAT and half GPGV
      - a. Adults: \$\_\_?
      - b. Teens: \$less than adult

c. Children under \_\_?: Free

f. Lego

- i. Date:
- ii. Venue:
- iii. Event Coordinator:
- iv. Event Director:
- v. Other Dates:
  1. Planning meeting:
  2. Auditions:
  3. Rehearsals:
  4. Other:
- vi. Participants and roles:
- vii. Other:

g. Cosplay Creation and Wear

- i. Date: Monthly
- ii. Venue: ???
- iii. Event Coordinator:
- iv. Event Director:
- v. Other Dates:
  1. Planning meetings
- vi. Participants and Roles:
- vii. Other:

## B) FINANCIALS

6. Accounting and Funds

a. Current report

- i. T-shirts were \$15 each so that's 4 at \$15 paid
- ii. Water, I bought 3 Nathan 1
- iii. Trophy is \$250, paid \$125

- iv. See accounting for anymore
  - b. Debts
    - i. Periodic Report due End of February
    - ii. Todd
    - iii. Josh & Rob
    - iv. Josh, design
    - v. T-shirts
  - c. Incoming funds
    - i. Follow up with Steadfast Aug 7 15%
- 7. Fundraising
  - a. Valentine Verses: Love Poem Readings and Silent Auction - Feb. 8
    - i. And silent auction
      - 1. Various donors - see other documents
  - b. Poe v. Shakespeare
    - i. 5K
    - ii. Cornhole
    - iii. Will not use our ticketing guy need new contact
  - c. "Easy" "Race"
    - i. Poe-nuts and Shakes-beer .5K
    - ii. Need insurance to use Parks
  - d. Playbill ads
    - i. determine minimum amount for ads in playbills and how many pages etc.
      - 1. build spreadsheet?
  - e. Printer - in the future...?
    - i. Put into grant?
    - ii. Kickstarter?
    - iii. Toner/ink....?
- 8. Arts and Culture Grant



- a. Start with Last year's submission
  - i. Kristian has more details
- b. Board Application & Expectations
  - i. Eliminate other obligations
  - ii. Vetting process
  - iii. Regulations (age/location)
    - 1.

## C) OUTREACH

### 9. Volunteer Recruitment

- a. GameCon
  - i. [www.1upreto.com/gamcon](http://www.1upreto.com/gamcon)
  - ii. 9706401348, Jeremy
- b. Wells Fargo Volunteer Expo
- c. Farmer's Market
- d. Library Comic Con + Downtown Art Festival
  - i. Booth at comic con = \$25? (as of 2018)
  - ii. Art fest = \$40ish
- e. Take Part in Art Expo (have info)
  - i. Send email and say yes

### 10. Advertising Plan

- a. Business cards
  - i. **ORDER MORE** - Heather will check on pricing
- b. Community Presence
- c. Online Presence
  - i. GP Public Page
  - ii. GP Community Group
  - iii. Poe Project Page
  - iv. Shakespeare Page
    - 1. **MAKE IT** - Heather

- v. Website (need?)
- vi. GP Google Calendar
  - 1. DID
- d. Comprehensive list distribution
  - i. Send to Art Commission
- e. Event advertising
  - i. List of websites - may need updated
- f. Media
  - i. Spoke & Blossom
    - 1. Write a piece
    - 2. [DoGood@SpokeandBlossom.com](mailto:DoGood@SpokeandBlossom.com)
    - 3. Promote your org: win a free ad send name, mission, upcoming events & fundraisers
- g. Banners & Graphics for FB

#### 11. Wish List

- a. A million dollars
- b. Cookies
- c. Printer + toner
- d. Personal Assistants/Wizards (2)
- e. Dedicated Advertising Division

#### 12. Anything else

- a. File Management
  - i. Polish & collect
    - 1. Blank auction Sheets
    - 2. Donation Receipts (Heather has built-ish)
    - 3. In-kind form
    - 4. Release form for photo/video/audio
    - 5. ½ sheets for performers (poe)
    - 6. Sponsorship Forms (delete old)

7. Photo Promo package w/watermark
8. Advertising list
9. Event ad checklist
10. Event poster checklist