

FLOAT CONFERENCE

Board Meeting #24

November 6, 2019 | 2 pm - 3:30 pm PST

Quorum Present

Present:

- Ashkahn Jahromi (President) / Graham Talley
- Andy Larson (Treasurer)
- Kevin McCulloch
- Matthew Smith
- Sean Lavery / Jesse Ratner-Decle
- James Harder (Incoming Board Member)
- Kim Hannan (Incoming Board Member)
- Jocelyn Jester (Operations Team)

Absent:

- Gloria Morris (Secretary)
- Jake Resch
- Tom Fine
- Jamie Phillips
- Roy Vore (Incoming Board Member)
- Esther Paul (Operations Team)

Agenda:

1. **Vote to approve last meeting's minutes (Official Vote)**
2. **General updates**
3. **Annual Review of our Bylaws**
4. **Annual Review of our Operating Procedures**
5. **Subcommittees and Work Structure**
6. **Closing Comments**

1 - Vote to Approve Last Meeting's Minutes

Vote on Minutes from Oct 23 meeting: *Unanimous Approval*

2 - General Updates

This is Tom's last official Board Meeting. Next call will be James, Roy, and Kim's official first week as part of the board. Ashkahn has talked with Tom about being involved with an advisory board. Tom is interested in helping to coordinate some aspects of the event geared towards researchers, like a half day event where they get to connect with each other without having to use layman's terms.

Float On Loan

Unfortunately we have some minor cash flow issues, mostly because we were expecting our deposit back from the Hyatt in Denver 5 days after the event - but we still have not received it yet. So while we are waiting on this \$17,000 to be returned to us, Float On has offered to give us another loan of \$3,000. We will pay this back as soon as we receive this other check. No objections were raised to this.

Update on City/Venue Search

We have a proposal from the Hyatt Regency in Milwaukee.

Jocelyn is still working to connecting with Choose Chicago.

James has been looking at potential venues and connecting with them about our options. He went on site visits at a hotel, a hockey arena, and a warehouse. Sounds like the best option so far is the hockey arena.

Ashkahn brings up that we want to schedule 2021 in late spring/ early summer next year - so we could easily choose one of these cities for 2020 and one for 2021.

3 - Annual Review of our Bylaws

Each year, we should review our Bylaws to make sure no one has any changes they would like to see. This is the time!

Voting Time of Year

Ashkahn is interested in revisiting the time of year that we will vote on new board members. We discussed at length if we should vote on new board members before or after the conference. On one hand, incoming board members would have the benefit of experience the Conference knowing that they will be helping to put it on the next year. On the other hand, there is some benefit to having a chance to meet potential board members at the Conference.

Kevin enjoyed being able to connect with people at the Conference; he likes the idea of being able to make a more informed decision.

James can see how some people would feel nervous about meeting people that would be choosing if you would be on the board later.

It sounds like people are interested in moving the vote to after the conference, so that we can get to know the candidates better. Ashkahn will put this to an official vote at the next meeting.

No other changes to the Bylaws suggested.

4 - Annual Review of our Operating Procedures

Each year, we should review our Operating Procedures to make sure no one has any changes they would like to see. This is the time!

Scale for Voting

Ashkahn is interested in changing our scale voting from 1-5 to 1-10 or even a bigger range. This gives us less of a risk of having ties, but increasing the difficulty of voting.

Kevin suggests that 1-10 sounds like a good compromise. Andy agrees that 1-10 sounds like a good idea. Ashkahn suggests that having 1-9 or 0-10 would allow for a neutral number in the meeting. Ashkahn will put this to an official vote at a later meeting.

No other changes to the Procedures suggested.

Only other annual thing that we have coming up is the Conflict of Interest forms. Ashkahn will send those out soon.

5 - Subcommittees and Work Structure

We've discussed at a few other meetings that it might make the board function easier if we had some subcommittees that meet separately and report back to the full board. So, there are still some aspects that the board handles. Here are a few of the committees that the Operations Team is suggesting and some of what they will handle:

- Sponsorships
 - Sponsorship Structures / Pricing (Board will Approve)
 - Finding / Selling Sponsors
- Speakers
 - Brainstorming potential speakers
 - First contact with potential speakers
 - Application Process
 - Vetting applicants
 - Organizing speaker schedule
- Marketing
 - Creating and Reviewing content - emails, social media, website, etc.
 - Ads / Outreach
 - Media Distribution
 - Boosting Attendance
- Stage Design
- Attendee Experience

- Adding elements
- Parties
- Signage
- Attendee Materials (programs, tote bags, etc.)
- Podcast
- Friday Activities
 - Coming up with new ones
 - Finding new organizers
 - Vetting organizers

Ashkahn asks if anyone can think of any committees that we missed or that could be added to.

If there are 2 board members in a subcommittee group, our bylaws state that they can make decisions! (Not big ones, like selling off the organization.) Operations Team is thinking if each board member signs up for two of these, we will be able to fill these up nicely.

Next step is for board members to put their name on two or so of the subcommittees that they are interested in being on. After we get the venue/city all settled, we will move towards having a full board meeting once a month. These monthly meetings will include an update from each meeting. We expect the subcommittees to meet once or twice a month, depending on their responsibilities on that time of year.

We are still picturing the Operations Team handling direct contact with hotel and vendors and being involved in the subcommittees.

Andy asks if we have considered allowing volunteers to get involved with these committees and start helping with the Conference. Ashkahn says definitely! He thinks this structure will allow for volunteers to help much more easily.

6 - Closing Comments

Next Meeting: November 20 from 2-3:30 pm PST

Meeting Adjourned: 2:52 pm