

Executive Committee Meeting 3/14/2017 at Fischer's

Present: Mike Fischer, Eric Johnson, Debbie Fisher, Mary Dettman, Danno, Cheryl Wise, Ken Fulgione.

Discussion: 501C3 not for profit status. Are we going to do this? Sponsors have to write us off as an advertising expense. Could be written off as a donation if we had this. Introduce a different organization name? Need further conversations on this.

Other: TNB needs to schedule set up meeting with vendors shortly before season starts.

Discussed defining Protocol at events

Set Up Process

1. Set up:
 - a. Setting up Signs
 - b. Vendor cone set up
 - c. Canopy and table set up
 - d. Etc.
 - e. CVBS:
 - i. Accessible power, access for the production company
 - f. Production: production company is contracted and they set up per these rules, generally arriving at 5:00.
 - i. Production company set up by (time)
 - ii. Band should be sound checked by (time)
 - g. Weekly Vendors
 - i. Vendors arrive and set up between 5:00 and 6:00 pm
 - h. Non weekly vendors
 - i. Sponsors can set up as a vendor on pre-arranged nights
 - ii. Need to specify area where they will set up
2. Operation
 - a. Production – contracted production company does their thing
 - b. CVBS
 - c. Weekly vendors – need to know in advance if they are taking a night off
3. Band Merch protocol:
 - a. Need to adopt protocol for bands. If we sell their merch then they pay us 10% of sales. They don't have to do this, if they want to sell their own merch they can.
4. Safety and Emergency
 - a. Preventative – first aide
 - i. Should have Kit/Supplies on hand, Mary brought a kit from 3m. Ordered a \$40 kit.
 - b. Injury
 - i. First aide protocol – get info from person if conscious, allergies, then call 911. Loss of consciousness = 911. When should you call 911? Danno found a

protocol online that we are going to modify and use, get printed/laminated to have on hand.

- ii. Witnesses
- iii. A blues society person should stay with the person until the emt's arrive.
- iv. Contacts –victim's info.
- v. Awareness - directing the ambulance to where to go
- vi. Method

April meeting, bring ideas for your part. Need a portable set of drawers. Do we? First aid comes in a bag.