SOUTHERN INYO FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
FUNDRAISING COMMITTEE MEETING
Thursday, November 5, 2026 – 6PM

MINUTES

I. Call to order

II. Public Comment: 3 minutes per participant

III. Old Business

A. Tecopa Weird Tales Festival
- a. Volunteer check in.
  - a.i. List of volunteer jobs for event.
    - a.i.1. Discussed the schedule and manpower for event setup. Thursday will involve manual labor such as moving picnic tables, placing the stage, and dismantling fire pits, with sufficient volunteers committed to these tasks. Friday will focus on perimeter marking, setting up infrastructure like tents, and managing early vendor arrivals starting at 10:00 a.m. Saturday morning requires significant volunteer support for vendor check-in and parking direction.
    - a.i.2. Finalized the volunteer schedule for Thursday, Friday, and Saturday, and agreed to include a labeled envelope inside the vendor packets to cleanly collect and track vendor donations.
  - a.ii. Update on signs in DQ.
    - a.ii.1. We have most of the necessary signage in inventory, including special event and parking signs. Additional custom signs are still needed specifically for vendor check-in and vendor parking areas. The remaining vendor check-in and parking signs will be created by Saturday morning.
- b. Premiere update.
  - b.i. The premiere seating capacity is confirmed at a maximum of 100 to 105 seats, and the event is effectively sold out with only two tickets remaining. The premiere event begins at 6:00 p.m., with film introductions at 7:45 p.m. and the screening starting at 8:00 p.m. A red carpet and custom backdrop will be featured, and 15 to 20 seats are strictly reserved for special guests and volunteers. Approved the ticketing release schedule, deciding that any unclaimed tickets will be released to standby guests promptly at 7:30 p.m.
- c. Site plan update.
  - c.i. The site plan required adjustments because the original vendor alley was deemed too narrow at 15 feet to safely accommodate a meet-and-greet line, pedestrian traffic, and vendor vehicles during setup. Parking logistics were also modified due to restricted access in the back and side areas, limiting vendor parking to a single strip and offsite locations. Agreed to revert to a modified version of the original site plan, moving vendors to the front rather than utilizing the back patio, and will walk the site again to finalize specific booth placements.
  - c.ii. Stage update.
    - c.ii.1. The stage placement was physically marked, and it was noted that the setting sun will face the audience. Shade for the stage will be provided by an "illuminet" metallic mesh structure that also serves as a visual backdrop. Finalized the decision to zero out the $150 stage decor budget, as the metallic mesh structure adequately serves as both shade and a completed backdrop.
  - c.iii. Porta Pottie placement.

c.iii.1. Placement for the porta potties was established, with two units located near the food court and two near Ross's designated area.

c.iv. Parking plan.

d. Update event budget.

d.i. Reviewed miscellaneous expenses, noting $65 spent on lights, $27 on contractor bags, and various other small hardware and supply costs. Additional lighting is needed to safely illuminate the vendor alley and walkways after dark. The printing budget requires adjustments pending Cynthia's outstanding invoice. Approved purchasing four additional 66-foot light strands for approximately $120 and ten metal fence posts for $80, leaving a $365 surplus that will be applied toward the stage rental cost.

e. Temple of Weird update (Constance).

e.i. The Temple of the Weird exhibit is mostly prepared, with artists currently coordinating their setup times. The back patio will be utilized as a temporary staging area on Friday until indoor access to the community center is granted at 4:00 p.m. Visitors will be able to experience the exhibit by entering through either the front door or the back patio. Additionally, an SIFPD altar will be assembled on Friday night using curated items, and a vintage rotating light.

f. Event schedule

f.i. Next day showing of film.

f.i.1. A gap in volunteer coverage for the second film screening was identified, we will seek an individual to assist with hosting and cleanup duties.

f.ii. YT Creators.

f.iii. Music

g. Event features/fundraising

g.i. Food

g.i.1. Agreed not to serve root beer to reduce the overall workload.

g.ii. Silent auction and raffle.

g.iii. Merch

g.iv. Vendors

g.v. Field trips.

h. Website and communications update.

h.i. The event website requires updates to add the musical acts and Temple of the Weird artists. Promotional efforts are ongoing, with event flyers distributed in nearby areas such as Death Valley Junction. Agreed to distribute the remaining posters in high-visibility local areas and send one final promotional email blast to local residents.

i. Update on WiFi plan for event for staff, vendors, public, etc.

i.i. Two Starlink systems are provisioned and ready for the event to support the vendors and the merchandise booth. A Starlink system is required at the Flower building for the Friday premiere and must be relocated back to the main site for Saturday's events. Decided to place one Starlink at the merchandise booth and one at the SE corner of the community center to maximize coverage.

j. Advertising, soliciting donations.

k. Sign thank you card for our vendors.

IV. Good of the Order

a. Discussion of personnel issues. Decision was made to release a member of the committee.

V. Public Comment: 3 minutes per participant

VI. Adjournment & Schedule next Committee Meeting Thursday November 12 at 6pm.

a. We will hold one final, brief meeting next Thursday before the event. Suggested agenda items include confirming the final replacement volunteers for the Saturday morning

vendor check-in, finalizing the reimbursement for Cynthia's printing invoice, and ensuring all required waivers for vendors and volunteers are accounted for.