

Valley of the Moon Operations Meeting Minutes

November 20, 2019

Attendees: Jenni Sunshine, Charlie Bracken, Autum Provateare, Bob Murphy, Estelle Stern-Eilers, Rose Elias, Leslie Eldenburg

Jenni provided a Neon workshop from 5:30 - 6:15 before the meeting.

1. Wedding policy - we will be paying \$12 for on-site hosts throughout the wedding. Jenni would like to have a trained pool from which to select hosts. We need to announce openings for wedding host positions soon. Charlie, Rose, Sparky and Karen are willing to help out. Charlie is a minister.
2. Upcoming events
 - a. Moonsgiving Members Potluck Picnic is Sunday, November 24 from noon to 2 pm and is a members only event organized by Jenni, Charlie and Jenni, Sparky. We will serve hot dogs, veggie patties and hamburgers.
 - b. Thankful for You! Volunteer Fair is an event also on November 24 from 2:30 to 4 pm. Jenni and Autum will develop a volunteer application. Autum would like to have someone from each department to talk about their experience. We could provide a tour of Valley while discussing how volunteers help out. Jenni can set up her presentation about the adobe house restoration. Working this event are Jenni, Autum, and any available board members.
 - c. Giving Tuesday is December 3 so spread the word, share, and don't get in the way!
 - d. First Saturday (December 7 from 1 to 3) will be an Elves' Workshop. The craft will be a gift of some sort that the children can give away. Working this event are Jenni, Autum, and Rose. The elves will be placed in the Cathedral Room.
 - e. Hallucinate rehearsals are on-going Friday and Saturday nights from 6-8 pm. On December 7th, the 6-8 shift needs a volunteer.
 - f. December 8 (Sunday) from 11 am to 8 pm will be a Magical Marketplace at Valley. Working this event are Jenni, Autum, and Yvette.
 - g. The Kregar wedding is December 14 from noon to 5, the property will be open for an hour sometime after the ceremony. Working this event are Zita, Jenni, and Juan.
 - h. For Queen Astara's Fairylights, also on the 14th, the docents will be decorating the grounds before the wedding.
3. A contact list and org chart corrections were emailed with the agenda by Jenni.
4. Department check ins
 - a. Facilities
 - i. The trees/bushes behind the magic room take a lot of water and we will cut back on the water to see what happens.
 - ii. John and Gerardo will come in to check on the irrigation system to develop an accurate irrigation map for future use. There are electric problems in the well house with the irrigation timer. There have been problems with timing and changes in the system for specific purposes. It's not clear that the front system is watering.
 - iii. Estelle pruned a number of mesquite that were on the walls. She also did other pruning and is planning to continue as needed.
 - iv. Charlie asked if work orders were being used.
 - v. Are we going to get plants for the carnival area? Estelle has an idea for a vine to cover the walls there. We also need to consider the parking lot area as it needs cleaning up and the addition of good looking plants.
 - vi. Charlie mentioned that Sparky was planning to run conduit from the west wall to the vendor area.

- vii. We have bags of grass fertilizer that include herbicides. Estelle will call several local nurseries to see if they could take them.
- viii. Bob repaired the hole by the magic room.
- b. Theatrical
 - i. We will analyze the operations and surveys from the fall show soon.
 - ii. The team held a recent meeting
 - iii. Autumn is pulling together leadership for the spring show. We don't have a script yet. We also need to decide dates. April might be the best month.
- c. Productions
 - i. Hallucinate runs Feb 21, 22, 23, 28, 29 and March 1.
 - ii. We need to differentiate the duties of productions and theatrical.
 - iii. Sparky will take down the laser lighting at the Spooky Tree.
 - iv. Charlie and Bob will work on the shadow screen that needs to be up for 12/14 wedding and Queen Astara and down for Hallucinate (end of 2/2020)
 - v. Sparky will need to provide lighting at the gallows for Hallucinate. The lights just need to be plugged in.
- d. Education
 - i. Education and theatrical together can develop training on inclusion awareness such as mental health issues with an emphasis on the autism spectrum and gender expression issues including nontraditional terminology. Jenni would like to have training for volunteers, especially show leadership who are working with Hallucinate. The end of January would be the best time. It will likely be repeated before the spring show for that leadership.
 - ii. We will be hosting a master artisan/ apprentice program about preservation with a grant through Folk Life Foundation. David Yubeta and Rachel Roberts will be presenting. This will be a classroom for adobe brick making.
 - iii. We will also host a three session lifelong learning workshop series provided by U of A and Preservation with two sessions at Valley and one somewhere else. There will be scholarships available for some attendees.
- e. Preservation
 - i. The windows in Cathedral room and George's room have been completed. George's room is beautiful. Check it out.
 - ii. We are currently working on a repair plan for the rabbit hole arch. David will come out in the next few weeks to help develop the plan.
- f. Docent program
 - i. New docents include Charlie Bracken, Rose Elias and Sarah Stephenson.