

Minutes from JSMAC and Slam Poetry Meeting, November 17, 2014 at 4:50pm

Event is on Dec. 3 from 6-8

Talked to manager of Marche - push event into café as well

Promote event at Marche downtown - Alex knows someone

Wine tasting?

Security at the event so we can use the space for after the café closes

Have a portable microphone so that we can cart it around - 1 person using it at a time

Specific lighting needs

- One light, dimmer house lights, lighted stage area would be best

- We would have to make a stage area

Will be held in the student lounge, but there is still seating in the café area

Reception areas are too formal and sterile

Helping put more of a claim on the lounge

Promotions flyer by the end of the week

boards, facebook event created for it

Social Media manager to get photos of Marche

- Environment is an important factor

- Would it be possible to have a photographer at the event/video - Emma

People can attend event and the galleries are open too

Catering

- Basic university catering?

- Coffee, tea, cookies, etc.

- Put the food in the promotion

- Marche catering for the event - Look at prices for this - Best option

Promoting the event-

- UO Slam poets have their own type of promotions

- Work with Alan Hall PR - JSMA account to help promote student events - Copy UO Slam

- Poets onto emails about this

- Emma promoting it

- Work with Andrea on Volunteer Coordinating

- Get information on who is speaking at the event - Catchy name for the event

 - UO Grand Slam Feature?

 - Have slam poets in there so people know what its about

 - JSMA presents UO Slam Poets National Team

 - Have nationals in there so people know that

 - Double feature event

What do they want to do with the two hour time frame?

- Not an open mic night - charity pick people who are already on the team

- Will be able to fill the time - trade pick reliable readers

- Other poets from the Eugene community? Professional poets? Might draw in more people from the Eugene community

 - Might want to focus more on UO specific poets

- Main thing- want to put on a good show

- Set up program however you like and have a few JSMA plugs at beginning of event

Listserv and blog for JSMA and JSMA members

Let people from "Unbound" and art department know more about JSMA

Create nice posters to put up for the event

Pictures of people

Promote online

*Send email about this

Wine tasting is a standard thing that happens on Weds. - Good for Profs and Grad students

Email Department heads and get the event out and known

More Needs

Lighting

Staging

Double check that we have a mic stand

List of who is performing

Help with setup

Do we have free swag to give away? Nice thing to plug

Raffle off some catalogs

Could be incorporate it into stress less activities

Other hopes for the event to prepare

Link some of Alex and Hannah's work from YouTube on Blog

Classes may allow 5 minutes to plug - contact John Fenn

Hannah and Alex can come at 2:00

Perform on spot

Most effective form of advertising for them

Any other profs or classes that would be ok with this?

5 minutes long