

Tri-Cities Climate Debate
Aug 22 Meeting Minutes

August 23, 2019

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Minutes taker Warren Wilkinson
Those present Sandy Ang, Jayson Chabot, Lisa Frey, Adel Gamar, Carmen Kim, Neila Morrison, Ben Perry, Tyson Schofield, Warren Wilkinson
Location of the meeting Coquitlam City Center Library
Date 22 Aug 2019 7:00pm–8:45pm

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1 Dates

September 5, 2019 7:00: Next Meeting (a thursday)

2 Assigned Tasks

Task: Finish official branded documents/invites for sending to candidates, news organization, potential sponsors, and moderators (GOAL)

Task: Officially Invite Candidates (GOAL)

Task: Officially Invite Moderators (GOAL)

Task: Find 100debates material: logos, graphics, branded forms, phone numbers, contact info (Ben Perry)

Task: Get us listed with 100debates (Ben Perry)

Task: Determine Videographer interest: Tri-City TV and his other connection. (Ben Perry)

Task: Can either contact tell you about legality of filming? (Ben Perry)

Task: Draft letter for Officially inviting Candidates (Lisa Frey)

Task: Determine if we can get our money out of a crowd funding platform (Lisa Frey)

Task: Determine rough cost for printing a large banner (Neila Morrison)

Task: See if she has any connections to environment groups on Tri-City campuses (Carmen Kim)

Task: Ensure Website is ready for story (Warren Wilkinson)

Task: Website name change Tri-Cities Environment Debate (Warren Wilkinson)

Task: Venue: Can we extend our Venue booking to support a 7:00pm to 9:00pm debate (Warren Wilkinson)

Task: Venue: Are we required to use a Douglas Collage Caterer? Or can we provide outside food/snacks? (Warren Wilkinson)

Task: Venue: Confirm quantity of audio equipment at the venue... do we have two mic? (Warren Wilkinson)

Task: Write out our debate format for Candidates and other 3rd parties (Warren Wilkinson)

Task: Create a call script for phoning candidates (Warren Wilkinson)

Task: Outreach, create a one pager suitable to presenting to sponsors (Warren Wilkinson)

Task: Outreach artists and see if we can get something nice for our posters (Warren Wilkinson)

Task: Connect Carmen and Neila with TROPICA for submitting debate questions (Warren Wilkinson)

Task: Ask Brad if he or another artist he knows can help us with brochures (Sandra Ang)

3 Decisions, Topics and votes

3.1 100 Debates

Ben Perry confirms we will be listed.

3.2 Debate Format

Consensus on several debate format questions.

- Questions will be addressed to candidates, not parties.
- Our debate will have (in order). 1. Speech/Rules/Intro by Moderator, 2. Candidate Opening Speeches, 3. Candidate answers to the four primary questions, 4. Small Intermission, 5. Moderator Run Audience Question phase, 6. Candidate closing speeches, 7. Moderator wrap-up.
- Audience questions supplied only at the debate (e.g. not online). They will be able to write questions before the debate starts and during the debate and intermission. They'll submit them on paper to the moderating team.

3.3 Equipment Needs

- Time-Keeping Device can be simply made from colored sheets of paper (thanks Tyson Schofield!)
- Ballot Sheets
- Tables and chairs for candidates literature (before and after debate).

3.4 Moderators

We have at this point Adam Akins, Nancy Furness, and Diane Strandberg. We will be formally inviting them to form the moderating team.

For backups, some of our members should undergo the training as well.

Adel had the good idea of asking Micheal Heans (spelling?) an experienced moderator to share his experiences and tips with our moderators.

3.5 Name Change

We've decided to change our name to Tri-Cities Environment Debate.

3.6 Outreach and Funding

Lisa Frey will look into crowd funding. But we haven't set a goal target for funds yet. Our volunteers seem keen on posters in coffee shops (East Van Graphics has a 20% discount for non profits).