**LOGG Weekly Catch up Minutes**

**14 December, Lowgate Project Room 1, Present: Gareth, Katy, Lou, Elizabeth**

Annual leave

* Gareth: in every day except bank holidays
* Lou: in next week on Monday and Wednesday then off till the 4th
* Katy: off all next week and the 28th but back in on the 29th and 30th
* Elizabeth: off from this Friday to next Tuesday then in every day except bank holidays

Timetable

* We should stagger the next set of deadlines so we can make them stick with those. What we want from the artists next is: an updated proposal, updated budget, schedule with milestones and more solid and sensible heralding plan of action
* Deadlines should be as follows:
	+ 9th Jan: Periplum
	+ 16th Jan: Joshua and Lone Twin
	+ 23rd Jan: Thor and Davy
	+ 30th Jan: Macnas

Joshua

* is in a good place but his proposal still needs a bit of tinkering
* Louise S. meeting with management on 19th – Lou will check in with her at beginning of year to see where they’re at

Davy & Rosie

* need to come back with missing bits on budget, and we need to scope out additional production costs around the bingo hall
* Would be a good idea for them to come up a bit earlier at the start of February so they can scope out the bingo hall

Periplum

* We may need to tell them what the site is.
* They need to start thinking through what they need from us and get us a rough costing by mid-January then we can be more hands on with this and they can contract their team (a production manager on their team would really help to move things along!)
* The difficulty is that we can make really good arguments for both sites: East Park and the drain in Preston Road. Once they settle on a site, the other stuff should come together more quickly.
* Can we not push Periplum back to the weekend of the 12th/13th May so there is less of a gap and gives more of a rhythm to the rest of the year? Then we could make Joshua’s crate appear one week earlier.

Thor

* Trying to play the game of looking for alternate outdoor spaces while keeping his heart set on the extraction factory!
* We just need to go back to him and say here are your options: Pumping Station, Pickering Park, Pearson Park, or Stepney Station
	+ Pumping Station would be ideal for us and would fill a ‘West’ hole
	+ Again, Pickering Park would be nice as it’s in the heart of west near some nice neighbourhoods, esp. with being on the edge of Hessle Road
	+ Pearson Park would work for both us and Thor unless we want Macnas to have their parade on Beverley Road, then that’s too close.
	+ Similarly, Stepney Station is too close to Bev Rd if we want Macnas to be there. Also, there’s a CCP project taking place RIGHT THERE and it is not an ideal location overall.
* His new proposal of voice capturing vessel is a really good engagement tool!

Heralding

* Gareth likes the idea of Rediffusion setting up and the play on scale of crates. Plus, he’s already found a local crate producer.
* How are we telling this bit? Is it just reported?
	+ Opening gambit in April – reveal of the Land of Green Ginger – then mechanism for explaining something that exists purely in the digital world
	+ Crates in community to announce Periplum, which helps build momentum for them. This needs to be a big enough story to capture everybody’s attention. 2 weeks before they appear at the Freedom Centre and Tony’s interviewed by the press saying that they fished them out of drain. Does Rediffusion become a thread that runs through the whole thing? Experts turned out to know about it the whole time. All crates stamped ‘To Hull from the Land of Green Ginger’ and the name of the neighbourhood project plus the dates and times. The following week experts go to look at it and there’s a moment when it’s opened and the horse/carriage and ash people appear. This needs to happen somewhere like the Freedom Centre so that enough people are present for Chinese Whispers can start.
* Crates
	+ Once we agree design, then we can get them made and ideally just drop them off at the different sites so they are completely self-sufficient i.e. won’t need security!
	+ Wording should be burnt on
	+ We need to get more into the structure in January
	+ Seeing multiple crates on a flatbed is a wide reaching visual
	+ Relative proportions are the same but we can play with the size e.g. in the video you won’t realise that a crate is miniature until a spider crawls past
	+ How we move the crates needs to be intentional i.e. is there an invention that helps this happen?
	+ Crates need to be everywhere for people to discover. Slightly different story each time in that we need to figure way of moving for each project

Actions

* Gareth
	+ Start on production designs for crates
	+ Meet with Joshua for a site visit in January, with bicycles?
	+ Start prepping ‘heads up’ document for ESAG in March (E can help with that!)
	+ Get a structural engineer in to the Extraction Factory
	+ Looking at getting in mains power at the bingo hall via one of our partners
	+ Put together ball park production budget for each project
	+ Site visit to storage unit
* Katy
	+ Send out a clarification email out to all artists by Friday
	+ Email Gwen
	+ Check out Stepney Station
	+ Get in touch with Thor. Did you email Thor the thing about his pilot project budget yet??
* Elizabeth
	+ Create a document with all the key dates.
	+ Continue working on house ‘paper’
	+ Get figures to Rach and Katy re: cost of storage unit

**DONM: Wednesday 4th January 2017 10:30am**