

# PORtalBurn 2016 AFTERBURN REPORT

## PREFACE

This document is a compilation of key findings following PORtalBurn 2016, the official Upstate New York Regional Burn. Information contained herein is a compilation of input gathered from Department Leads and the Board of Directors (BOD) for the event. This document is intended to provide an Overview of the process used for each department, feedback about What Worked and What Needs Improvement, as well as Lessons Learned to be considered for future PORtalBurn events. Any available meaningful statistics are also included, along with a summary of PORtalBurn financials. Please contact [portalburnny@gmail.com](mailto:portalburnny@gmail.com) for inquiries, or visit [www.portalburn.org](http://www.portalburn.org) for more information.

**Event Date:** August 4, 2016 at 5pm through August 8 at noon

**Location:** Hummingbird Hill in Almond, NY

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# VOLUNTEER

Department Lead: KT Rex (Katy McClure)

Afterburn Contributor: KT Rex

BOD Liaison: MegO

## Overview

Summary of Volunteer Sign Ups (Sign Up Genius)

- Gate: Total slots 77; Slots filled: 93.5%
- Parking: Total slots 62; Slots filled: 64.5%
- Sanctuary: Total slots 24; Slots filled: 83.3%
- Rangers: Total slots 21; Slots filled: 85.7%
- Command Center: Total slots 42; Slots filled: 83.3%
- Medical: Total slots 36; Slots filled: 38.9%
- Sound: Total slots 16; Slots filled: 37.5%

## What Worked

- Stickers went over really well. It was great having enough for everyone.
- Volunteer procedure binder!
- Having a master schedule for people to check what time they signed up and can also sign up for a shift on site. Highlighted the desired shifts when we were on site
- Onsite Co-Coordinator!
- Having art at the station brought people in, let's do more art.
- Event board, having the day events written out
- Water cooler
- Amazing amount of supplies (pens, pencils, note cards, organizers, highlighter)
- Having an application for Rangers and Medical volunteers to fill out.
- My station had volunteers every shift!

## What Didn't Work/Improvements

- Separating my station from Command Center. Having my station for general info and volunteer/participation, which it kind of was this year. Since a lot of Command Center activities went on in the nest.
- Creating more foot traffic near my station, I was off to the side. My vision for the station is a place where people walk by and want to come stop by to chat, have fun, make art, and sign up to volunteer.
- Would like comfy chairs, maybe a blow up couch or hammock. Make the station more inviting.
- I think there were too many people on shift for some departments. Would like to compare 2015 shifts with 2016. Pre-event had some leads ask me to change the number of slots, which is difficult with sign up genius.
- Might want to think about creating a Temple/effigy volunteer team next year.

## BOD Liaison Comments

- Most would agree that the spirit of volunteerism at POrtalburn is one aspect that makes the event so special. Though percentages of sign ups before the event reflect gaps in volunteers, this was not the case. All needed volunteer slots were filled because many participants signed up on site. Changes for next year include separating volunteer sign ups from command center, using a different formula and better communication methods to accurately determine the number of volunteers needed, and placement of volunteer station more central to the event space. The POrtalburn participants truly embody the ten principles and effort it takes to make such a wonderful community event. Thank you volunteers, and we can't wait to do it again next year!

## What Worked

- DPW was originally set up similar to all other POrtalBurn departments, with a Lead and a BOD Liaison. Unfortunately, due to complications, our Lead had to step down. Due to time constraints and the complexities of having to change location mid-plan, it was decided the Board member would take on the Lead role.
- DPW was successful due to the awesome DPW volunteers who were crucial in bringing it all together.
- DPW had conversations with the landowner prior to the event to discuss our needs. We were thrilled with the responsiveness and communication between landowner and DPW. At DPW's request, the landowners constructed a road connecting Hummingbird Hill to Falcontown to allow for easy traffic of cars and people.
- Red lights were set out along the edge of the small ridge at the east end of Hummingbird Hill to warn participants of the danger of the rocky area. This worked well, and looked great at night, though see below.
- In consultation with the landowners, and due to existing pump infrastructure, a shower was built next to the Nest. It was frequently used and worked well for the event. Mud was not an issue due to adequate drainage.
- DPW successfully set up EZ-ups at the main entrance, and for Parking, Sanctuary and the Command Centre. Water was provided throughout the weekend to keep volunteers at these stations properly hydrated.
- DPW built a ramp into the pond to facilitate getting into and out of the water. The ramp was left behind for the landowners to use throughout the summer. DPW arranged for placement of Portalpotties and created a cleaning schedule (but see below).
- DPW rented an ATV-like vehicle (the "Portalbuggy") to use for setup and teardown and throughout the event. The Portalbuggy was incredibly useful for running materials around the event site, and was used in a few minor medical emergencies as well. This vehicle should definitely be rented again in the future.

## What Didn't Work/Improvements

- The main problem for setup and teardown was there was only one point person (DPW Lead) for both activities. This person became the rate-limiting step for both days and although ultimately everything ran smoothly and was completed, it would be more efficient if there were multiple point people for opening and closing who knew all of what needed to be done so that team members could more easily accomplish tasks. Additionally, the Lead was this sole point person for both setup and teardown and this was a taxing experience.
- Although the lights lining the ditch helped to demarcate a dangerous area, there were not enough lights to stretch down both sides. Additionally, the DPW Lead had to turn on and off the lights (or find someone to do it) during the event which was not always as high a priority as it could have been.
- Streets were not lit and it became difficult to find the road at night.
- Due to communication error, the PortalPotties were not properly placed on the first day. Fortunately the person servicing the potties on the Friday was able to move them to better distribute the potties around the property. Even after the potties had been moved there were many potties that were full prior to servicing.

## Lessons Learned

- As POrtalBurn continues to grow it would make sense to have two Leads - one in charge of setup and one in charge of tear down. Both Leads should be involved in the planning process, in consultation with the Liaison. To improve performance of the DPW team during setup and tear down, a pre-burn meeting should be held with the entire DPW team where the Lead(s) discuss what needs to be done and what materials need to go where. The inventory should be shared with the team in advance. A DPW-themed map should be created.
- More red lights should be purchased for the ditch, and road lights should be bought as well. Since more lights means that more time will be spent turning the lights on at night, a volunteer shift for lighting should be created which would go around to the various locations at dusk. A map should be created to give to each volunteer to ensure that all lights get lit.
- More potties need to be rented. This will prevent them from filling up as quickly.

# HELP GUIDE/EVENTS

**Department Lead:** Stacy Fuller (Tiki Bubbles)

**Afterburn Contributor:** Stacy Fuller

**BOD Liaison:** Josh

## Overview

- I looked at previous years HELP Guides as well as PDF WWW guide to get ideas for how the 2016 version would be designed. I found graphics I liked. I created some, and edited others to fit my ideas. After the general design was in place, I began to fill in the blanks with information as it came in (location, Logistics, Artists, Nest Reservations, Theme Camps, etc.) I used Google Docs and a program called PrintMaster to create the Guide. We used the Cornell University Print Shop's services to have the HELP Guide printed.

## What Worked

- Communication through Slack was great! It was very helpful to have that background information sharing going on. I felt like it kept me up to date on all things PORTalBurn as they developed and changed.
- Sign Up Genius was also very helpful. It was something new for me to learn, but once I figured it all out, it was a great thing to have and use.
- Having a second, and third set of eyeballs looking at the almost finished product was very very helpful. I appreciated the editing help greatly.
- I loved having Artwork from our Burners in the HELP Guide. I heard compliments about the Artwork that was contained within the Guide.
- I liked having the HELP Guide in a large full page format. I felt like it was easier to read and see. I heard from a few other people that they liked it big too. I think the Artwork was enjoyed in a larger view as well.

## What Didn't Work/Improvements

- On Sign Up Genius, there were some instances of Military Time being listed instead of regular time. I had to spend time converting the times over to regular time. It was a little time consuming.
- Some Thursday time slots had events beginning at 12:00pm on Thursday. I'm not sure why that was even an option on the form. Perhaps I formatted it incorrectly? But since gates didn't open until 5:00pm, having a Thursday choice of 12:00pm shouldn't have been available.
- Re: Sign up Genius listing of events as Adult Only, Adult Supervision Suggested, Kid friendly - some of the responses included all of the choices. Perhaps there is a feature where only 1 can be chosen? I recall there being a couple of events that were listed as both Adult only, or supervision, and kid friendly too.

## Lessons Learned

- We needed more Printed Copies of the HELP Guide (there were 100). I should have sent reminders for everyone to print their own copy and bring it with them. Many PORTalBurners shared their printed copy they received on site; but others had expressed that they would have liked to have their very own copy.
- I learned how to make special characters (for example Töad Meäadow). Also, Dusty showed me how to do some editing tricks within Google Doc's that I had never learned how to do. (ThankYou!!)
- I believe it would have been better to have sent each person who submitted an event a copy of their event description and ask for corrections or additions, and get confirmation that it all looks correct.
- Although I already knew this, I learned firsthand that we have a very supportive and helpful BOD! Thank You. Thanks to Everyone who helped bring PORTalBurn to life.

# TICKETING

**Department Lead:** Nyk Giove

**Afterburn Contributor:** Nyk

**BOD Liaison:** Damian Masterson

## What Worked

- Ticketing ran much more smoothly this year. Having names along with ticket numbers made things much easier. Volunteerism was on point.

## What Didn't Work/Improvements

- Only hiccup was people not being able to access their tickets on their phones because of limited internet access, but that's on them as they were informed of the service situation.

## Lessons Learned

- In future years it'd be nice to have a way to transport people to/from gate because it's a bit of hike. That however, would be more luxury than necessity.

## BOD Liaison Comments

- Our Greeter coordinator was a no-show. Replacement needed for the future.
- It might make sense to break Greeters off from Gate - both geographically and hierarchically - and attach it to Volunteers. Greeters at Gate tend to get shanghaied for ticketing/parking responsibilities when we're short handed. Making Greeters more mobile might give them more latitude in their mission. Greeters could be stationed at gate for peak arrival time Thurs/Fri, but maybe less necessary at, 9:00AM Sunday, for example.
- When I build tickets next year - whether it's through Brown Paper Tickets or someone else's platform - I'll turn off mobile tickets as an option.
- Will probably look to build each reserve ticket individually like I did for Art Grants next year rather than as one pool of tickets so we can always see exactly which ones are outstanding.
- Note to self - donations count towards the ticket cap for Brown Paper Tickets - so adjust accordingly (Unlimited Max Tickets, Unlimited Donations, Capped General Tickets).
- An earlier on-sale date would help us improve our chances of selling out.
- Creating a little more separation between PORTalBurn and Burning Man might also increase our odds of selling out. Even just moving to the last week of July rather than the first week of August.

# PARKING

**Department Lead:** Nathan Andrew Wright (Hot Dog)

**Afterburn Contributor:** Nathan (Hot Dog)

**BOD Liaison:** Damian Masterson

## What Worked

- Volunteerism was exceptional in the parking sphere. Several repeat parkers and a plethora of one timers who were well apt to pave the way and place eager participant passenger vehicles. Volunteers were able to convey to participants clear understandings of the oneway system of roads, general direction to open camping areas, and specified to theme camp/quiet camping areas. Any questions they were unable to answer, were bounced to myself or Damian, as overseer of Gate/Greeting/Gophers/Parking. Directional signage and the placement thereof was adequate for avoiding participant confusion. By Saturday afternoon the majority of parking had been accomplished. At that point volunteers functioned as informational traffic directors. Parking then took care of itself.

## What Didn't Work/Improvements

- The Layout of the parking areas relative to the entrance road made it difficult to have enough people in each location necessary to "connect the dots" to place autos. Though quality of volunteer was extraordinary, perhaps upping the quantity would help to better execute parking, with all it's specific needs. There was not enough parking, though through a collaborative vision with Teeth, a main-lot scheme enabled three and a half rows, with the remaining space being utilized on an as-needed basis. Some excess space in Quails Corners and Mute Swan Meadow were utilized for overflow, which seemed to flow quite smoothly with Damian (Murmur) taking initiative as night fell Friday, to direct vehicle pilots to a relatively tucked away location, where I was able to further direct. RV Parking was sloped which isn't good, but there was ample RV parking on site for all participants who requested, even one all the way from Texas! Placement went swimmingly with the exception of one participant wanting VIP (Very Impatient Participant) placement, who was later able to be reasoned with by neighboring RVers and Damian.

## Lessons Learned

- The site does not cater to the volume of parking we need. Utilizing the lower, Greeting/Ticketing section might be a solution if we return to Hummingbird Hill. More volunteers (6-8) for Thursday and Friday, less (1-2) for Saturday/Sunday. The site can support less RV's than originally anticipated due to sloping terrain. Either moving RV camping to another section or limiting the number of RV's to 6 may be necessary. POrtalBurn Participants are amazing humans who will do their best to accommodate parkers in their sometimes difficult jobs. Understanding, forgiving and compassionate, they strive for and obtain a standard of community that can only be deemed exemplary of the Principles of Burning Man.

## BOD Liaison Comments

- Hot Dog is looking to step down as Parking Coordinator. Would prefer to transfer to something like MOOP/Exodus if either of those are departments we anticipate creating.
- If we are staying at the same site for next year, we will need to radically reconfigure the layout for Parking. We don't have an actual number for the peak amount of cars on site, but we estimate it was somewhere around 1 car for every two people - easily 150+ cars. Had there been a mud situation that prevented crossing the main field to get to our overflow parking areas, I don't know what we would have done.

# ART DEPARTMENT

**Department Leads:** CrackerJack and Fate

**Afterburn Contributor:** CrackerJack (Deb Mansour)

**BOD Liaison:** Alan Shechter (Sheck)

## Overview

- The Art Grant budget for POrtalBurn16 was originally \$2250. The process for Art Grants began in late March16. The call was put out for Artists and anyone who wanted to be on the grant committee. Grant applications were collected. The committee met via conference call and reviewed all applications. Grants were awarded but not all were fully funded. Art Leads asked the BOD for more funding and were given an additional \$500 which was distributed among grant recipients to bring them closer to fully funded. Contracts were sent to artists. Next the grants for POrtal Potties were announced. \$300 was reserved out of the budget for 12 potties at \$25 each. Potty grants were issued on a first-come, first-granted basis.

## What Worked

- The amount of art that came to the burn was really great considering the size of the burn.
- Increasing the art budget was very helpful as it allowed us to more fully fund the artists.
- Feedback from the burners was that the art was really wonderful.
- Detailed documentation of all the steps taken will be very valuable for future burns.

## What Didn't Work/Improvements

- Finding an Effigy builder was difficult. We were grateful when James Cooper finally agreed.
- Promotions of art grants and getting a robust response was a struggle. Future Art Leads need to pay close attention to promoting the grants on Social Media and in Burning Man mailing Lists.
- Getting the artists to return their executed contracts was a struggle. Especially the potty artists.
- We had one grant recipient who did not show up and a couple of Potty artists who did not decorate their potties. This means we will have funds left over from the grant budget. The BOD should decide if they want to roll that money over or perhaps offer some post burn grant funds to an artist who brought an amazing piece (the fire tube).
- The effigy that was built had no resemblance to the effigy plans that were approved for the grant. Does anyone care? Is this an issue that should be monitored in the future?
- The fact that the effigy and the temple were built mostly on-site was disappointing. However, there were a few comments on social media from people who thought this was great. Does the BOD have an opinion? Is this something that should be addressed going forward?
- The logistics of burning the burnable art was communicated very late in the process to the Art Lead. Some of what was communicated to the artists was from the Art Lead using common sense to provide guidance. In the future these details should be determined and communicated earlier in the process.

## Lessons Learned

- The reimbursement method was not thought through ahead of time. We need to add preferred payment method and a place for address or e-mail to bottom of contracts so it is collected when contract is signed. Or even in the grant applications so we have it from the beginning.
- In the future, we may want to consider making signs for the art that includes the name of the piece and the artist's name.

# THEME CAMP/PLACEMENT

**Department Lead:** Teeth (Keith Weil)

**Afterburn Contributor:** Teeth

**BOD Liaison:** Dusty (Kim Robinson)

## Theme Camp Registration

- **Overview:** Theme camps and others requiring placement filled out a Google Form managed by the portalburnplacement@gmail.com account. The running list of participants accrued in the inbox, Google Sheets and, with the help of an IFTTT add-on, automatically shared on Slack in a separate channel. With some extra footwork, the master list in Google Sheets was dismembered into separate sheets to share with individual departments based on question criteria (i. e. fire, sound, HELP, etc.)
- **Suggestion:** FAR too late in the game, I found some scripting on a Google Sheets tutorial that would separate the master list into specified sheets that would eliminate the tedium of 'extra footwork.' Using this in tandem with qualifying yes/no or multiple choice questions followed by open-form text boxes for descriptions would greatly reduce the end game scramble to have info up to date for each department, and ease the viewing pleasure of anyone looking for important information.

## Placement

- **Overview:** The placement of theme camps, designated parking spaces for on-site parking, portal-potties, event infrastructure and roads were determined at the end of registration in a pow-wow with my BOD liaison, and marked the day of the event with spray chalk, some caution tape, marking sticks and glow paint. We tried to create neighborhoods and keep camps that requested to be near each other happy.. The lots prescribed were overestimated to ensure camps had more than enough space. On-site parking vehicles were given relatively even ground. I defended their plots for a while before anarchy reigned. Potties were spread out on the map to create ease of availability. Due to a misinterpretation of the placement map, potties were placed differently than planned, which created confusion to some campers looking for them to determine where open camping began. Event infrastructure basically worked itself out. Command Center was the only thing that really required placement, as we wanted them to see ALL the fires from one place. Roads were initially designed to create a one-way flow of traffic to send all cars into the parking area. The natural flow of traffic found its way through the event with some early confusion. With the help of volunteers, the marks were made and roads were laid.
- **Suggestion:** Allowing early entry for an entire workday before the event with one other dedicated team member would make the project much easier and less rushed. The lots SHOULDN'T be overestimated and be clearly marked on all four corners with more than spray chalk. On-site parking might need an expiration date. Placement for porto's should be determined on the site visit with DPW Coordinators. Command Center should see ALL the fires AND get foot traffic. Roads need more signage of one-wayness.

## Early Entry

- **Overview:** Theme Camps were granted early entry to help define roads and to those who had a legitimate amount of work to do (i.e. set up infrastructure, make copious amounts of delicious tacos, etc.)
- **Suggestion:** More early entry tacos.

## Sound

- **Overview:** Specifically loud sound camps were placed along the West side of the event to create a wall of sound pointed uphill and spaced out to avoid interfering with each other.
- **Suggestion:** Fire effects should be considered as potential sound contributors.

# SOUND

**Department Lead:** Anthony Vallone (TwinNumber Two)

**Afterburn Contributor:** Dom

**BOD Liaison:** Dom Debuquoy-Dodly

## What Worked

- The biggest point is that it felt like we were able to accommodate all amplified sound on this event site. Though I don't necessarily think we 'need' more sound camps, we do have room for it (assuming the sound systems stay around the same size).
- Camps seemed to be able to play their music at any time they wanted.
- The Nest's sound/space got great usage all weekend.
- Not that you can quantify this, but we had a nice diversity of music which added to the experience.
- I did not hear of any issues related to generator-produced sound.

## What Didn't Work

- There were a few complaints from Burners about late night sound being loud from a few camps (including Kindred Spirit). Nothing in the policy prohibits late music and it shouldn't, but we did not enforce the decibel meter portion of the policy. See below for a comment on that in the future.
- A few camps' sound bled together.
- I'm a little unclear on how the sound volunteer shifts went.
- Sound from the Nest carried VERY far with the way the speakers were positioned through most of the weekend. Something to think about in the future.

## Lessons Learned

- Propane cannons create sound. We didn't think about that before the Burn.
- I personally think using dB meters is a bad way to monitor sound. It should just be casual conversations from the sound volunteers/lead who politely ask folks to turn their bass (or overall sound) down. dB meters are a good 'step two' to have if sound camp leaders don't comply to the first official request to turn down.
- Sound camp placement was great this year, but it can always be improved on.
- Overall, this site was great for sound!

# FIRE

**Department Lead:** Rob Morton

**Afterburn Contributor:** Painter, per conversation with Rob

**BOD Liaison:** Deena Salzman (Painter/Prophet)

## What Worked

- Artists were great about waiting for approval before using their flame effects.
- Rangers handled perimeter well.
- Overall participants were responsible with fire use.

## What Didn't Work/Improvements

- Pyrotechnics in the effigy. They were removed once and the artist was told that there were not to be pyrotechnics in the burns, but they still ended up back in there during the burn.
- Effigy placement.
- Late completion of the Temple.

## Lessons Learned

- Rob will bring more safety gear.
- Rob will have an assistant to help him tend to the fire during the burn.
- Rob will put together a solid water pump.
- Perimeter signups will have their own page to insure advanced signup and better organization.

# RANGERS

**Department Leads:** John Cholewa & Asher Kory  
**Afterburn Contributor:** John Cholewa & Asher Kory  
**BOD Liaison:** Deena Painter/Prophet

## Overview

- **Before the burn:** Promoting ranger shift signups on social media, setting up shift times for signups, gathering data on interested rangers via a survey, ordering shirts, writing the Ranger Manual.
- **During the burn:** Staying on call on radios, being available resources for regular rangers, providing a Ranger Binder full of info, monitoring logbook and ongoing situations, leading training, ensuring shift coverage, recruiting perimeter volunteers.

## What Worked

- **General:** The Ranger Post-shift Reward Beverage was empty at the end of the weekend. In the future, maybe we'll look into other cheap but consumable means of inspiring loyalty among volunteers.
- **General:** There were no major issues that rangers needed to deal with. It was a very peaceful, responsible burn. Two issues required hospitalization but neither were reported in the log as particularly serious (and one came back the next day). Additionally, there were two incidents of participants visited by spiders.
- **Shifts:** Coverage was good. After ranger training on Friday, we got a number of signups to cover empty slots on Sunday night. The only shift with zero signups was Monday morning, which we covered ourselves.
- **Training:** Ranger training was well attended (although there were definitely a few rangers missing). We had some new rangers take shifts for the first time later in the weekend. We purposefully kept the formal portion of training brief and took open questions afterwards, since nothing is more deterring to future rangers than two hours of training. They seemed to appreciate the short amount of time spent in training, and we hope rangers did read the manual, as most copies were distributed to those attending.
- **Perimeter & Fire:** Plenty of rangers volunteers showed up for Sunday in particular, and we had enough to cover Saturday's effigy burn as well. The Ranger Deities were asked to put up signage on Sunday afternoon/evening indicating that the large burn pad was the official ash dump. Instead, they simply found all firepits on the premises and communicated this directly to the firepit owners. There were six consumers of firewood in total.

## What Didn't Work/Improvements

- **General:** Our titles, "Ranger Leads", caused confusion with the shift leads. Partway through the event, we started referring to ourselves as "Ranger Coordinators" or "Ranger Organizers".
- **Shifts:** Shift lengths could be tweaked. As Rangers are willing to take longer shifts in the easier daytime hours, we can use slots with 6 or 8 hour shifts in those timeframes.
- **Shifts:** There were multiple instances of a person signing up for BOTH Dirt Ranger and Ranger Shift Lead at the same time. The signups were apparently confusing on this note. In the future we will need to be clear that they are separate slots.
- **Perimeter:** There were two or three minor violations of the perimeter of the pad near the lake. It would have been better to have actual signups for working Perimeter instead of relying on rangers to show up. This felt rushed and disorganized, causing unnecessary stress about whether we'd get enough rangers show up to cover Perimeter. Just treat this duty like a regular separate volunteer role in the future.
- **Paperwork:** We printed ten copies of the map to the hospital. They were in the Ranger Binder, which was literally a dozen feet from MASH, but this was never communicated to MASH. A copy of other useful things, like radio protocol and BMOC schedules and the aforementioned hospital directions, were donated to Command Center. They seemingly vanished after the first day.
- **Land:** There were multiple ankle sprains due to the stupid bumpy ground. Only one was reported to require hospital assistance, and one was directly observed by the Ranger who owned the ankle which was twisted.

- **Shirts:** Right after ranger training, we immediately ran out of ranger t-shirts. We suspect returning rangers who forgot to bring their old shirts nabbed new ones, and as a result some new rangers didn't get shirts. Shirts: Color 'Sand' - 3S, 6M, 12L, 7XL, 1XXL, 1XXXL - Cost \$190
- **Radios:** Some rangers neglected to vocally sign in and out on their radios at the beginning and endings of their shifts. Luckily they all wrote down their radio checkouts on the signout sheet. There was initial confusion over where the radios would be located, and thus where the Ranger Binder and logbook would be located. When this was resolved, Command Center helpfully wrote a note on their whiteboard directing rangers to the Nest.

### **Lessons Learned**

- Even if Rangers volunteer to help with it, we need to have explicit, separate perimeter signups to ensure orderly assembly and operation of perimeter.
- Prior to and during the burn, we must inform other departments when we possess important paperwork/information that they may need access to. Delivering copies to some areas upon arrival is also critical.
- To ensure optimal coverage, we can play with shift lengths. In particular, daytime shift lengths can be expanded.
- 69 shifts cannot nearly be covered by 30 shirts plus the expectation of shirts rolling over from last year. Next year, we must either order at least 40 shirts, have fewer shifts, or look into sashes, patches, laminates, or other stuff.
- We should emphasize radio protocol and ensure that Rangers understand how to sign in and out.

# MEDICAL (MASH)

**Department Lead:** Steven Lowinger

**Afterburn Contributor:** Steven

**BOD Liaison:** Deena Painter/Prophet

## What Worked

- Everything.
- I could go on and on... You guys kicked ass.
- The space was great mash space was amazing.
- Deena and I worked well together.
- I brought everything I needed.
- Shout out to Bird and DPW.
- Roaming 6 hour shifts was amazing.
- Self service bar was great.

## What Didn't Work/Improvements

- Teaching radio protocol. I didn't really do it. Sorry.
- The burn was too close to the road leading to mash.
- ATV was too far from MASH
- Radios were not in a safe place with no real system for their distribution.
- Too many holes in my schedule.
- To really have a safe event you need lifeguards and some semblance of MASH during set up and tear down.
- Command center signed up people for MASH shifts when I had people in already.

## Lessons Learned

- When you put amazing people together amazing things happen.
- Have someone qualified teach radio protocol.
- Burn stuff in the middle of the field where the temple was.
- Park the ATV at MASH.
- I'd put the radios in MASH.
- I need to be in better contact with all the mash folk before the burn.
- Have lifeguard shifts.
- Start MASH earlier. No I'm not saying I can do that.
- Better communication with command center.

# SANCTUARY

**Department Lead:** Jennifer Dublin

**Afterburn Contributor:** Deena

**BOD Liaison:** Deena

## What Worked

- I think it was a wise idea to have sanctuary 'on call', that is sanctuary volunteers were able to be mobile. There wasn't a high demand for sanctuary, so volunteers could be out enjoying the event when on shift as well as keep an eye out for any problems that might arise. It also gave them the flexibility to meet people geographically if needed. I think that the on call shifts also made the sanctuary shift more attractive to volunteers. We had at least one volunteer on every shift. The structure itself worked out very well. The sitting area didn't seem to be affected by the rain, and people seemed very comfortable having a choice of lying or sitting on the floor or in chairs. The only issue was very strong wind gusts that lifted up the structure, which was staked down. Next year, I propose investing in larger stakes.

## What Didn't Work/Improvements

- I think that there could have been more information about sanctuary in the form of a training manual for those who miss training. We decided to hold a second training on Saturday morning for those who couldn't attend Friday night, but I don't think that it would be necessary in the future. I think that speaking one on one with people who can't make it combined with a manual would be a better use of everyone's time. There was a miscommunication regarding the hours that Sanctuary was staffed with volunteers. The schedule for 2016 had volunteers on call from 4pm-4am, sanctuary closed from 4am-9am and coordinator on call from 9am-4pm. There was no problem that arose from this, but I think with the interest and good turn out of the sanctuary, perhaps a different schedule should be considered for 2017.

## Lessons Learned

- Sanctuary was well received and understood by coordinators, volunteers, and participants. Next year, there should be a completed training manual, more reminders about sanctuary training, and better communication. Overall, Sanctuary can be counted as a great success for helping people and providing a safe space.

# FINANCIALS

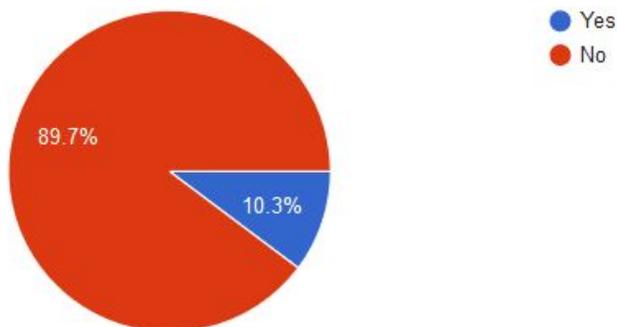
Treasurer: Alan Shechter (Check)

<b>Revenue</b>			
Ticket Sales 386 sold (\$42.39 each)	\$16,362.54		
donations (30 patrons)	\$582.83		
<b>TOTAL REVENUE</b>		<b>\$16,945.37</b>	
<b>General Expenses</b>			
Brown Paper ticket fee (386 * \$1.39)	\$536.54		
Paypal expense (varies based upon dollar amount)	\$34.69		
Land Rental (\$1000 or 10% whichever is higher = \$1600 max)	\$1,600.00		
Insurance	\$451.28		
Albany NY pre-burn meeting/retreat (first quarter calendar year)	\$579.30		
Rome NY post-burn meeting (fourth quarter of calendar year)	\$745.52	\$132=food	\$613.52=hotel
Art Grants	\$2,375.98		
pOrtal pOtties art grants	\$39.49		
swag for volunteers	\$117.00		
<b>DPW Expenses</b>			
Portapotty rent (12; Thurs noon - Mon noon, service Sat & Sun)	\$1,580.00		
Fire wood	\$520.00		
Ranger shirts 1 color	\$190.00		
HELP Guide printing	\$0.00	gifted	
Storage unit near site	\$625.00		
Radios	\$100.85		
DPW advance purchases for infrastructure	\$2,715.18		
DPW bought on location	\$632.35		
street signs	\$166.02		
Waivers	\$62.50		
Wristbands	\$34.55		
<b>TOTAL EXPENSES 2016</b>		<b>\$13,106.25</b>	
Surplus revenue from 2016 (as of 12/14/16)		<b>\$3,839.12</b>	
surplus revenue carried over from 2015 - checking	\$1,906.20		
surplus revenue carried over from 2015 - PayPal	\$1,014.61		
TOTAL surplus carried over from 2015		<b>\$2,920.81</b>	
TOTAL SURPLUS TO DATE - rolls over to 2017		<b>\$6,759.93</b>	2016 surplus + carryover
PayPal (as of 12/14/2016)		\$5,663.73	
Checking account (as of 12/14/2016)		\$1,096.20	\$6,759.93
<b>Art Grant expense budget (not actual)</b>			
Art Grants (includes effigy)	\$2,250.00		
POrtal Potties (12 @ \$25)	\$300.00		

# AFTERBURN SURVEY RESULTS

Following the event, a community survey was conducted to help collect participant input and feedback. What follows are notable survey results.

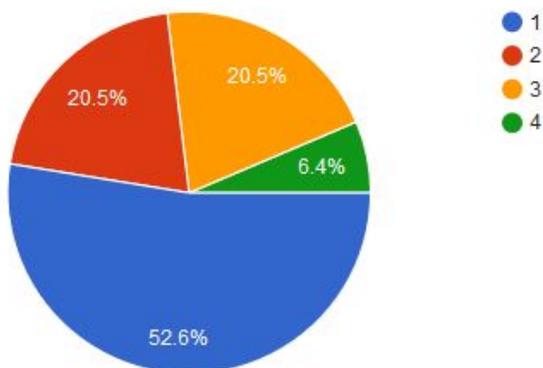
Was POrtalBurn your virgin burner experience? (78 responses)



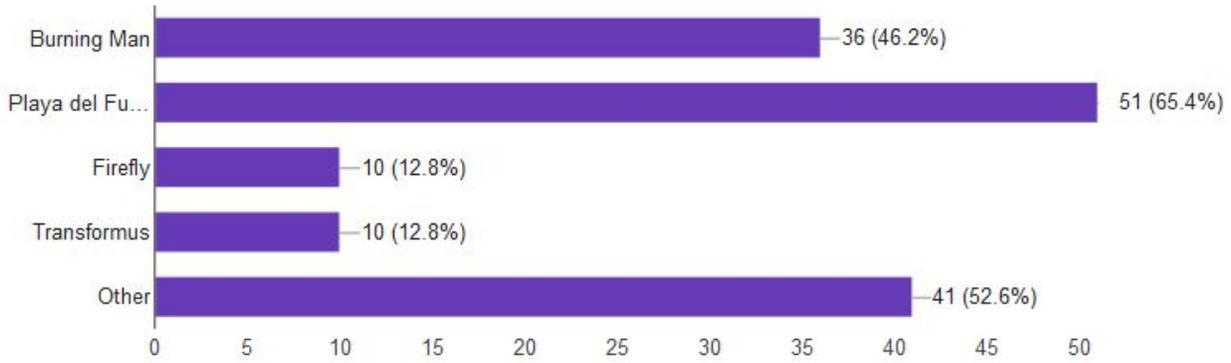
As a virgin burner, did you feel welcome by the community at POrtalBurn? (8 responses)



How many POrtalBurns have you attended, including 2016? (78 responses)

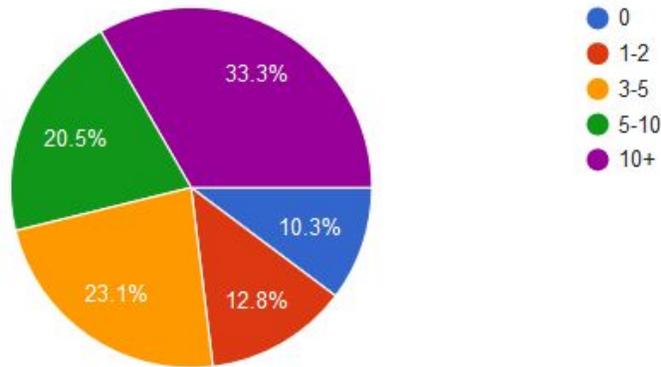


### Have you attended Burning Man or any other regional burns? (78 responses)

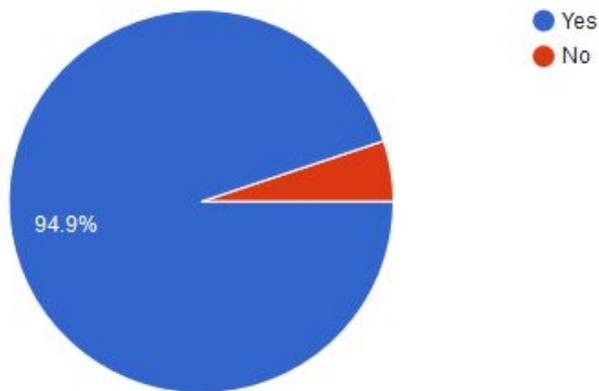


### How many times have you attended Burning Man or any other regional burns?

(78 responses)

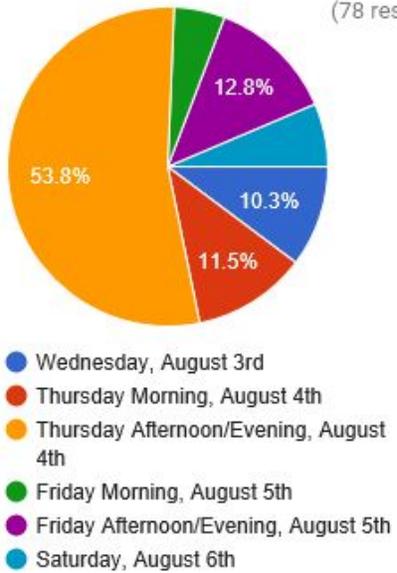


### Do you intend to return for POrtalBurn 2017? (78 responses)



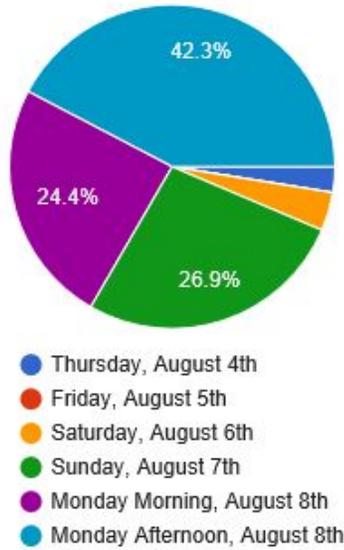
When did you arrive at POrtalBurn?

(78 responses)



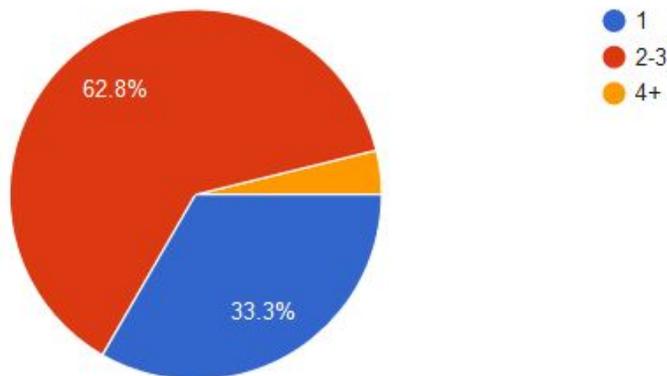
What day did you depart POrtalBurn 2016?

(78 responses)

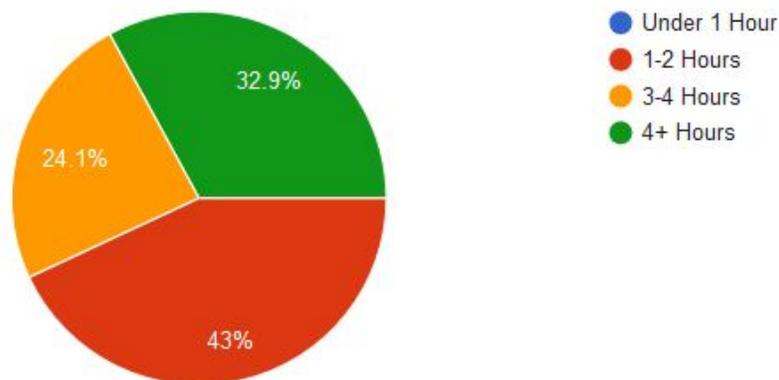


Including yourself, how many participants were traveling in your vehicle?

(78 responses)



How far did you travel to get to POrtalBurn? (79 responses)

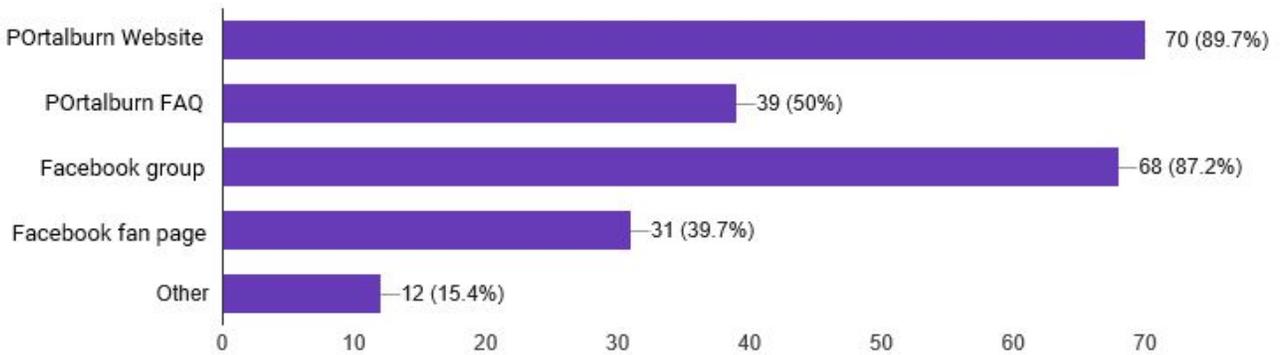


### Were you able to find the information you needed? (78 responses)



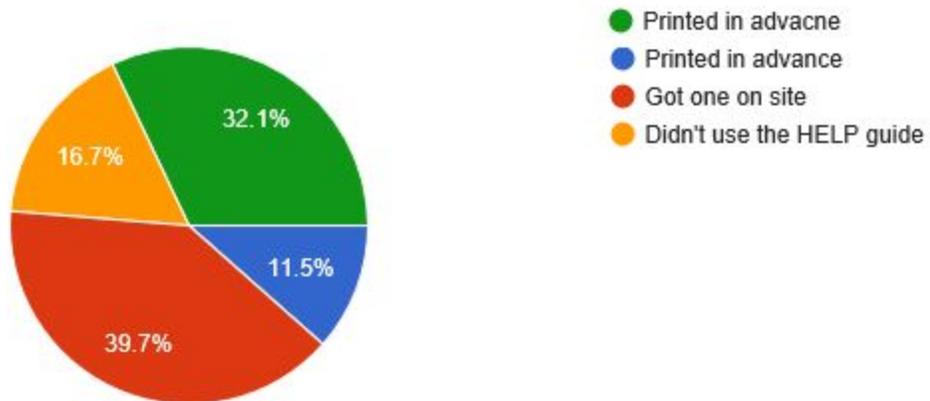
### Prior to coming to POrtalBurn, what resources did you use to find information? (78 responses)

(78 responses)

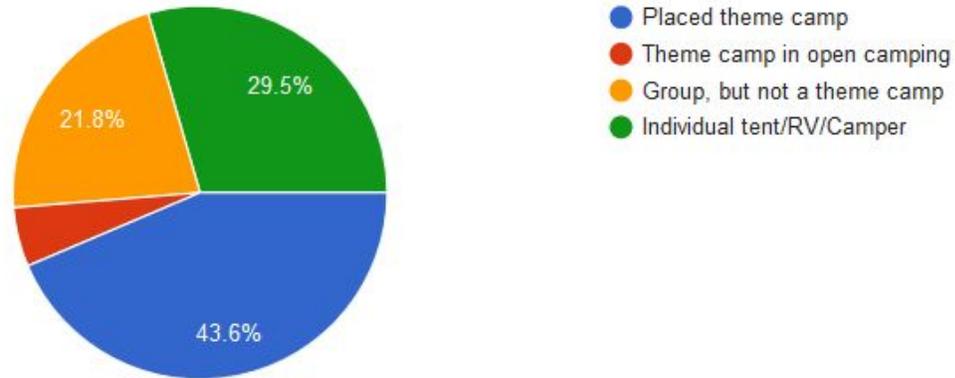


### Did you print out a POrtalBurn HELP guide in advance, or get one when you were on site?

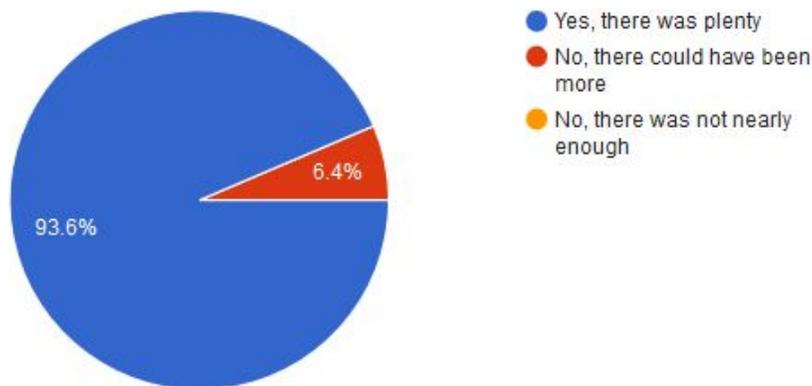
(78 responses)



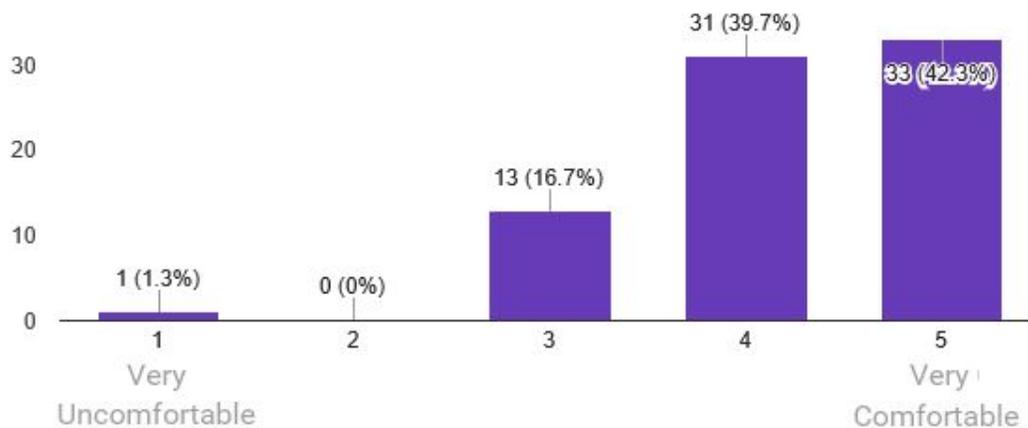
Did you camp by yourself, with a group, or with a theme camp? (78 responses)



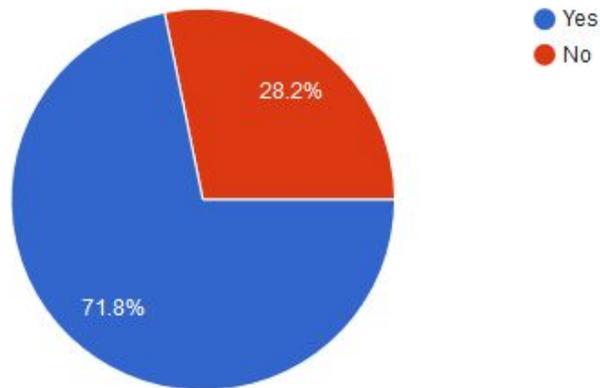
Did you find available camping satisfactory? (78 responses)



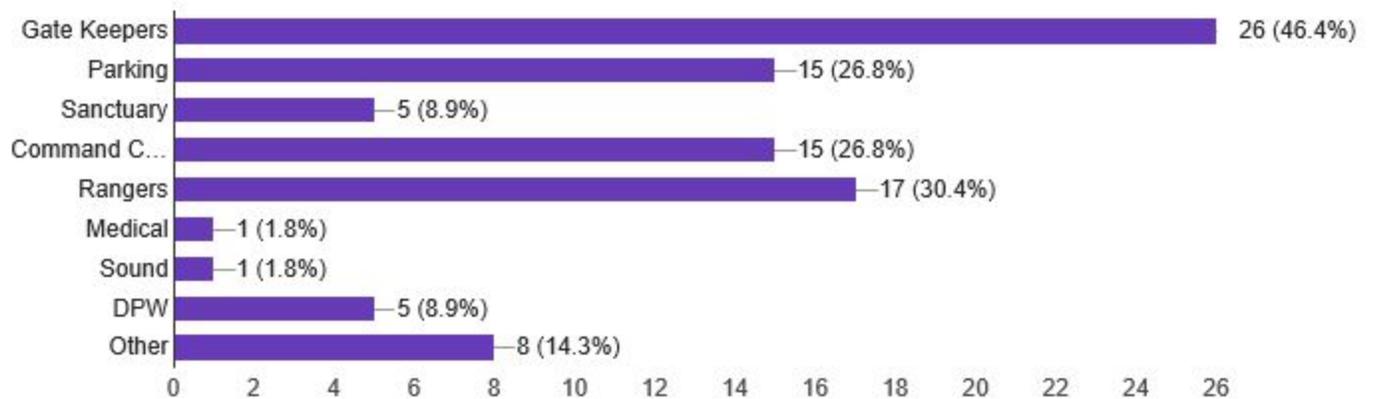
How comfortable were you entering theme camps that were not your own? (78 responses)



## Did you volunteer at POrtalBurn 2016? (78 responses)

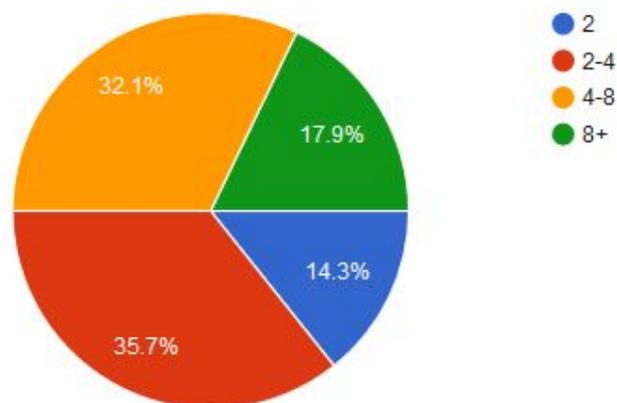


## What departments did you volunteer for? (56 responses)



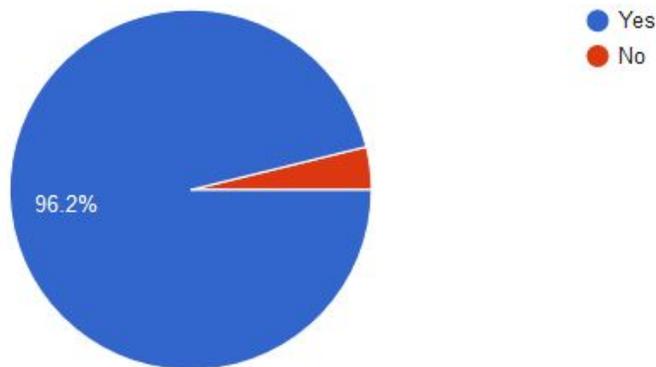
## How many hours did you volunteer during the event?

(56 responses)

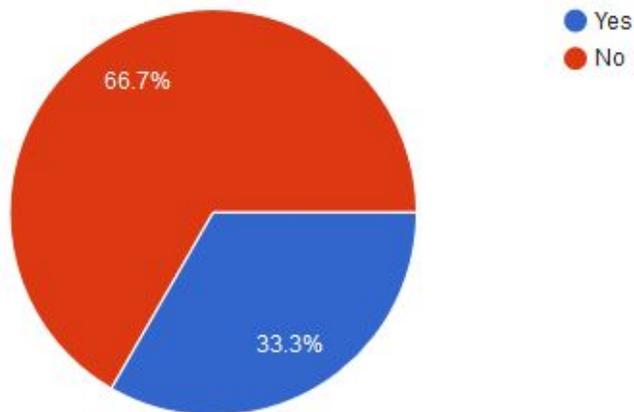


### Did you find art to be a meaningful component of this year's event?

(78 responses)

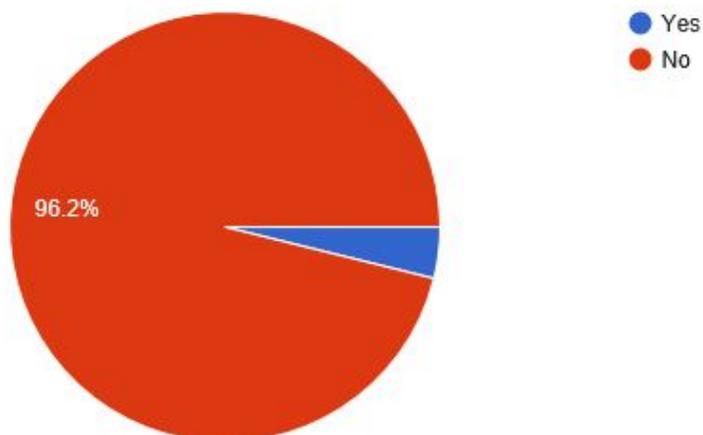


### Did you contribute any art for this year's event? (78 responses)

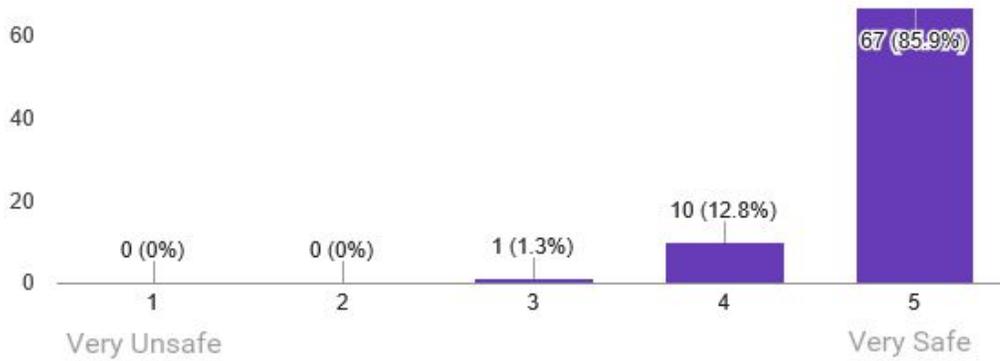


### Did you have any difficulty finding Rangers, MASH, or Sanctuary during the event?

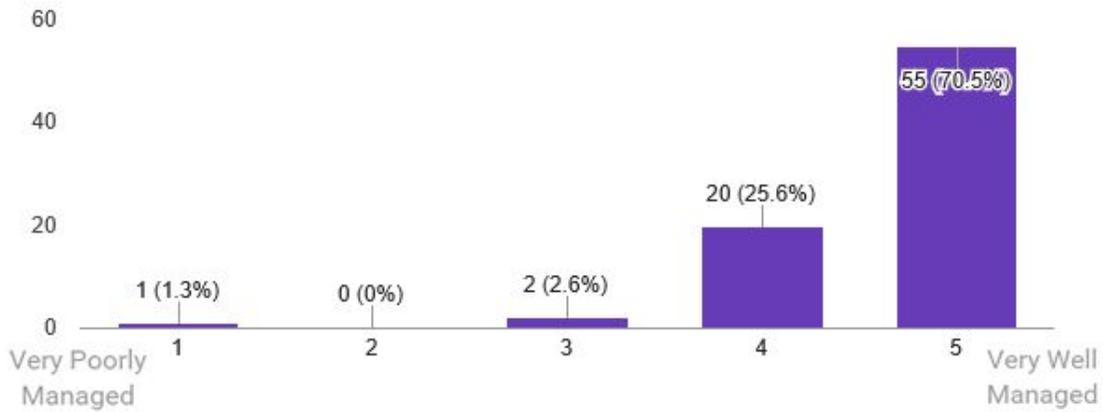
(78 responses)



I felt safe during the event (78 responses)



PortalBurn was a well-managed event (78 responses)



Would you be interested in taking on a leadership role for future POrtalBurns?  
i.e. Department Lead, Board member, other?

(78 responses)

