

PTP Board of Directors Meeting

April 7, 2019

The meeting was called to order at 9:31 am by President Melissa Gilpin Ball.

Board members present: Melissa Gilpin Ball, Ben Simpson, Tessa Silvestro, Matt James, Tara, Waters, Kyle Rappe, Chris Magee, and Joselle Gilpin. Board Member absent: Mike Gahan

Treasurer's Report: Motion was made by Ben Simpson to accept. Seconded by Chris McGee and motion was approved.

Minutes: Ben Simpson made a motion to accept as corrected. Tara Waters seconded. Motion was approved.

Kathy Mead presented the budget for Guys and Dolls. **Action Item- Kyle Rappe will order the additional mics needed for this show.** The team will work towards their goal of getting 250 people in the seats for each show. Melissa Gilpin Ball made a motion to accept the budget and it was seconded by Kyle Rappe. The motion passed.

Properties: Tessa Silvestro- McDonough & St. Charles High School have borrowed items from the prop loft. Tessa is looking into an online database for checking in and out prop items.

Costumes- Melissa Gilpin Ball- Met with the costume guild. The purge was successful. Some floral items will be moved to props. They are relabeling everything. The guild has assigned its members to next year's shows. They have been challenged to work more closely with the costumer designers and creating a calendar. The guild is going to create an online google document loan system. They are working on a rental program but are concerned about our non-profit status. They are creating their own Facebook page. They need a computer in the loft

Action Item: Melissa Gilpin Looking into an inexpensive computer for them. The Guild built a display of Nursing uniforms through the years. They should get more publicity when they do projects like this.

Public Affairs- Matt Jameson

1. Cheryl Reckeweg – LaPlata United Methodist Church is making a LaPlata monopoly game as a fund raiser. They would like for us to participate. They are offering us a corner (jail space in the real game). This space would cost \$700. There are also other spaces available spaces that could buy if we preferred. Mike Gahan made a motion that we participate. Matt Jameson seconded. The motion passed.
2. Southern Maryland Magazine is adding an issue this year. The cost is \$1,500. Is there anyway that we can track how this brings in audience members?
3. Scholarship- letters have gone out.
4. LaPlata Days- Rich Gilpin representing the Historical committee-April 27 and the town is asking to open buildings to give tours. They would like to do a slide show in the theater. Mike Gahan and Matt Jameson will be there all day. We will have pictures of the theater up. Kyle Rappe will find pictures and Matt Jameson will work on getting them printed. We are not participating in Shop Small. **Action Item- Matt Jameson will register us for the bed races.**

Membership- Joselle Gilpin- working on getting a date and location for summer membership meeting.

Facilities- Chris Magee-

1. Roof- we need to look at other roofers. **Action Item- Chris Magee to talk to Mike Gahan about the history of the roof.**

2. Sanding of the rehearsal hall floor- the best option is to replace the floor which would cost about \$1,500. The dance floor option would cost about \$6,000. Ben Simpson made a motion to spend up to \$2,000 to fix the rehearsal hall floor. Tessa Silvestro seconded. The motion passed.

3. Getting lock for sound closet. We need to keep that closet just for sound items. It is always getting cluttered with other items.

4. Chris Magee will get Peroxide wipes to put throughout the theater to disinfect and kill germs.

History/Library- Kyle Rappe- We have a ton of children's musicals and multiple copies of shows. Kyle Rappe will get together with Matt Jameson to put pictures that we have from over the years online.

Education- Ben Simpson- Camp numbers- 48 High School, 37 Middle School, 17 Elementary. We have received 3 counselor's applications.

Action Item- Ben Simpson will look into having an online Producer/Director forum. We can also consider working with other theaters. Encore Kids going great. Encore Adults have not responded. Still working on creating classes.

Productions- James and the Giant Peach strike is today. Received positive feedback. Guys and Dolls- Will Derr is the new music director. One Act was amazing with positive feedback. They are not able to take to regionals as one of their actors is unavailable. Play reading - submissions due by April 15th. Producer/Director meeting May 2nd at 7pm. If you can't come please send report. Producers added- Christmas Show- Mike Gahan, Move Over Mrs. Markham- Melissa Gilpin Ball. Christmas Show- If Elf becomes available we can transfer our contract from Beauty and the Beast. Tessa Silvestro made a motion

to make Elf out Christmas show if it becomes available. Chris Magee seconded. Motion passed. A request was made by Marvin Van Dyke to play in the pit for Guys and Dolls. A vote was taken and the request was denied.

New Business

1. Facebook- be careful of public shaming. We need to represent all our members.
2. Ice Fog Machine- Keith Linville found two machines. He recommended the machine that we can purchase that would cost \$609.99. Ben Simpson made a motion that we purchase the Ice Fog Machine for \$609.99. Melissa Ball Gilpin seconded. Motion passed.
3. We will not participate in the Nativity Scene at the Kris Kringle this December. We will get our own booth.
4. We need to add a kid's show to every season. We can add one this year.
5. When need to know if a child comes to camp with an epi pen.
Action Item- Chris Magee will research purchase of a defibrillator.

Kyle Rappe made a motion to adjourn. Seconded by Tara Waters. Motion passed.

Next Meeting May 7