



**Board of Directors
Minutes
January 11, 2023**

In attendance

Board members: Tara Waters, Mike Gahan, Carol Russell, Carol Charnock, Janice Sagers, Kaitlyn Bauer-Diequez,
Unable to attend: Craig Hower, Jason Klonkloski, Stacey Swickert

Call to order 7:05 Tara Waters

Secretary: Minutes from December 14, 2022, were presented by Carol Russell. Motion to accept with amendment (Mike) second (Jan) Minutes accepted unanimously Carol R. will send minutes for Jason to post.

Treasurer's report presented by Mike Gahan

- Total current assets - \$279,985.75 Motion to accept report (Tara.) Second (Carol R.) Approved unanimously
- Being awarded two grants. Charitable Trust \$8,000 and MSAC (Maryland State Arts Council/American Rescue Plan) \$25,000

Education Report presented by Carol Russell

- Educational Tour January 19. Billingsley Elementary SOAR program. Support persons in place, program planned. Desire is to expand program for outreach to young population.
- Jason and Carol R. met with Tom Nuzzi to determine specific equipment needs for Adult Encore. Items will be ordered by Jason.
- Camp Mockabee. Motion to add \$500/week honorarium for producer (Tara), second (Carol C). Approved unanimously Also, Camp will be considered a production with budget and communication with board of directors. Expected weeks for 2023: July 24-28, July 31-August 4, August 7-11. Dates will be confirmed by director Tessa Silvestro. Carol R. will follow-up with information to director.
- Encore Kids. Still seeking producer.

Productions report presented by Tara Waters

- Tech for *Twelfth Night* underway.
- Interview Committee includes Amina Dunn, Becky Kuhn, Tara Waters, Kyle Rappe, Jake Jaffee
- *Once Upon a Mattress* rehearsals are underway.
- *Can't Take It With You* audition announcements have been posted.
- Discussion concerning school group for *Mattress* IDR. Concerns for precedent.

Properties report not present

Costumes report presented by Janice Sagers

- Historic Preservation Commission to complete mannequin for caboose display has been completed.
- A couple of huge donations and *Dolly* laundry now stored.
- *Twelfth Night* finishing up in loft and *Once Upon a Mattress* has begun costuming.

Public Affairs report not present

Membership report presented by Carol Charnock

- 162 active members with current dues paid.
- Letters with information about February 18 Winter Membership Meeting will be mailed this weekend. Kaitelyn will provide blurb concerning Board of Directors assignments to include in letter.

History/Library report presented by Kaitlyn Bauer Diequez

- No report

Facilities report not present

- Key switch replacement has arrived and Craig has been informed for installation. (Mike)
- Jan has provided Craig some information and will update him concerning push-bar door keyless lock specs.

Old Business

- Per FB post by Mike, all in agreement that Girl Scout cookie sale weekend of the MCTFA one-acts is good idea.

New Business

- Three applications/bio for Board of Directors have been submitted for the four pending positions. Process will follow by-laws for assignment of full board. No election by membership and year assignment by board for open position.

- Some issues with credit card use for tickets online. Online provider had begun to use old, closed bank account. Now straightened out (Mike).
- Tickets/reservations for Twelfth Night – most requests are FLEX.
- February 8 meeting at Kaow Thai. Presentation by Interview Committee for 23 season, general business, closed meeting.

NEXT MEETING: WEDNESDAY, FEBRUARY 8, 2023 at Kaow Thai
SATURDAY, FEBRUARY 18, WINTER MEMBERSHIP. American Legion

Meeting adjourned 7:58

Carol Russell, Secretary

Minutes approved: February 8, 2023