



**Board of Directors
Minutes
July 20, 2022**

In attendance

Board members: Tara Waters, Jason Klonkowski, Mike Gahan, Carol Russell, Carol Charnock, Craig Hower, Kaitlyn Bauer-Diequez, Chris Magee Unable to attend: Janice Sagers, Guest: Kim Ball

President Tara Waters called to order 7:03.

Kim Ball is resigning as house manager.

Minutes from June 15, 2022, were presented by Carol Russell. Revision to add, “monthly,” Treasurer’s report, item 5. Motion to accept with revision (Craig) Second (Tara). Approved unanimously. Jason will post to website. Carol will send minutes since April for Jason to post.

Treasurer’s report presented by Mike Gahan

- Total current assets - \$327,314.32
- Three ads in Beauty and the Beast program
- Cintas contract has been updated. They will continue to provide supplies, as requested. New cleaning company to be evaluated in two weeks.
- Motion to accept report (Carol R.) Second (Craig) Approved unanimously

Education Report presented by Carol Russell

- Camp Mockabee beginning Monday, July 25. Director Tessa confirmed she has all she needs.
- Carol C. requests final list of participants to ensure they get added to member list.
- Encore Kids & Teens – Carol C. will reach out to Suzanne Donohue to communicate with Education Chairman.

Productions report presented by Tara Waters

- Discussion about adding Thursday(s) for Beauty and the Beast. Review of tickets available. Deemed not necessary.
- Budget for Curious Incident of the Dog in the Nighttime presented. Motion to approve (Tara) Second (Carol R) Approved unanimously
- Beauty and the Beast opened successfully
- Curious Incident held auditions, have cast, and have had a read-through. Tara was casting consultant.

Properties report presented by Chris Magee

Costumes report presented by Carol R, representing Janice Sagers

- Almost all receipts for Beauty and the Beast costuming have been submitted.
- Still seeking estimate for flooring and shelving in costume loft. Chris will measure for Craig and supply contractor name(s). Craig will determine an estimate.

Public Affairs report presented by Jason Klonkowski

Membership report presented by Carol Charnock

- All in place for Summer Membership Meeting. Plan on 40 attending. Board supplies dogs, burgers, buns, condiments, paper goods. Attendees asked to bring a pot luck side.
- Annual mailing was sent
- Working on by-law amendment for annual fee due dates. Reminder by-laws require thirty days of notice before vote called.

History/Library report presented by Kaitlyn Bauer Diequez

- Deadline is the first week of August to be read and scored.
- Discussion about area slated for library has accumulated “stuff” and is less-than-desirable access.

Facilities report presented by Craig Hower

- Two more roof leaks last two weeks. Evaluated – old stucco must be dryloked and repainted
- Lights out cannot be reached. Working on solution (Mike) via electrician.
- Phone system loses dial tone. Mike is working with Comcast and wiring.

Old Business

- Committee formed to review by-laws and policies for any suggested revision and organizing to present to Board of Directors. Committee Chairman, Carol R. Members: Chris and Craig

New Business

- Rear projector has been returned
- Discussion of business sponsors for performance tee shirts (Mike). Deemed not necessary
- Mid-house light bar (Craig). Further information from Tommy, etc., indicated it is needed. Two vendor written estimates need further investigation. Does the more expensive include everything that is needed for installation?
- Meeting transparency – Use of Facebook restrictions. It is not a vehicle for an open meeting.
- Outback fundraiser dates: Friday, September 9 and Friday, November 4
- Creative meeting actions (Mike) tabled until August meeting.

NEXT MEETING: WEDNESDAY, August 17, 2022 7:00p.m.

Meeting adjourned 9:02

Carol Russell, Secretary

Minutes approved August 17, 2022