



Minutes  
Board of Directors  
Port Tobacco Players, Inc.  
October 9th, 2025

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Present: Craig Hower, Mike Gahan, Tiffany Behning, Carol Charnock, Ben Simpson, Mike Beyrle Jr.  
Via Zoom: Kim Danek, Stacey Swickert

**Vice President:** Ben Simpson  
Call To Order: 7:01pm

**Secretary:** Tiffany Behning

- Minutes Motion-Carol, Second Ben, Passes

**Treasurer:** Mike Gahan

- Business Manager Report Motion-Tiffany, Second-Carol, Passes
  - 23K in various accounts
  - -46K Profit and Loss
  - Film Festival cancelled
  - Storage Rental went up 21%
  - Fire Extinguishers/ Emergency Exit Signs-needs new batteries
  - SHA improving Route 6- Taking property away from PTP, Parking will need to be adjusted. Defer Handicapped Parking Spaces
    - Plaza Garden-To be managed by the Town of La Plata

**Education:** Stacey Swickert

- Encore-Kids
  - They Met Sunday-Mike Gahan Present
  - Scheduled for Kris Kringle Market
- Reach out to Encore Adults about padding the group PUSH

**Productions:** Ben Simpson

- Show Report
  - Airness closed, Post Show Survey out
  - Joseph in Rehearsals
  - Doubt has been cast
  - Bright Star Auditions Coming-possibly December
  - Director/Producer Submission due Oct 31st
  - Soprano Producer will be Leilani Friday
- Doubt Budget Motion-Craig, Second-Tiffany, Passes
  - Set Budget-change to \$2000
- 50/50 raised around \$500 during Airness, Will update poster with MD code for gambling
- Rating system
- Reach out to Encore Adults about padding the group PUSH

**Properties:** Mike Beyrle Jr.

- Nothing New
- Working with Kathy in the props loft

**Costumes:** Carol Charnock

- Working with Craig on Tornado Doc
- Requests for period costumes

**Public Affairs:** Tiffany Behning

- Previous Shows on the Website updated
- Minutes updated
- Magic Book Digitized-Double check Errors
- Rating System Coming Soon. After Production committee approval
- Sign up for KK Market
- Scarecrow-JOSEPH options

**Membership:** Tara Waters

- Winter Membership Meeting-PUSH
  - Jaycees holding \$1000 for us, Need to decide date ASAP

**History/Library :** Craig Hower

- Kris Kringle Market 12th-14th
  - Need volunteers-spread the word
  - Encore Kids and Adults performing
    - Adults maybe need some extra voices
    - Friday 8-9 pm
- Tornado Doc-progressing

**Facilities:** Kim Danek

- Auditorium Rental- Left VM-Kim Will Call Back
- Facilities Committee Meeting in Oct or Nov
- Mike Gahan Grant Submission to MD State Arts Council

**Old Business:**

- Crowd Control Certification
  - Reminder to get it done
  - Safety Manual
- Ticket Prices-PUSH
  - All Bring an Idea of increases
  - New Ticketing Tiers
    - Different Sections cost different
- Fundraising Ideas
  - Flex Ticket-Banner possibility
  - Flex Ticket Raffle
  - Today Tix-Last Minute Tickets discount
  - We need a Fundraising Chair

**New Business:**

- SMECO Lighting–Motion-Mike, Second-Craig, Passes
- Lighting Project-Whiteford Motion-Mike Second-Craig Passes

Adjourned: 8:23pm

**Next Meeting: Board Meeting: November 13th , 2025, Carrico Building**