



**Minutes**  
**Winter Membership Meeting Minutes**  
**Port Tobacco Players, Inc.**  
**February 19, 2022**

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Meeting was called to order at 6:05PM.

Board members in attendance: Chris Magee, Tara Waters, Mike Gahan, Craig Hower, Jason Klunkowski, Ben Simpson, Kaitelyn Bauer Dieguez, Carol Russell, Carol Charnock

Minutes from the Summer Membership Meeting were presented. They had been mailed previously to the membership with the ballots for elections. Motion made to Accept the minutes as presented by Chris Magee and seconded by Chris Zabriskie. Accepted unanimously.

**Treasurer's Report** (Mike Gahan) Mike stated that PTP currently has approximately \$399,000 in current assets. We have sold 139 bricks through our Brick Paver fundraiser. We received about \$265,000 in grants this year. The bulk of the money came from Shuttered Venues Operators - Grants (just under \$200,000), \$20,000 from the Charles County Charitable Trust, \$6,000 from the Maryland State Arts Council and funds from a small business loan. The bulk of the monies in the Miscellaneous category are from the refunds of deposits paid for shows we were unable to perform. Motion made to accept the treasurer's report made by Ben Simpson and seconded by Rick Thompson. Motion passed unanimously.

**Education** (Carol Russell) – Encore Kids will resume next season. The program was postponed twice this season due to covid. The director and producer felt that the time remaining does not allow for an effective program. This was supported by the Board of Directors.

Camp Mockabee will be active this year. Dates for the camps have not yet been finalized, but Tessa will direct and will let us know as soon as they are finalized. It will run as it has in the past.

**Productions** (Tara Waters) We've had a great season so far with 12 Angry Jurors, All Together Now! (Fundraiser), Tiny Tim's Christmas Carol, and Macbeth. All well received by our audiences. We will be opening Little Shop of Horrors to full capacity. We will still be requiring proof of vaccination or negative tests and masks for audience members.

**Properties** (Craig Hower) Craig has 5 volunteers to help with the props loft. We will be doing a spring cleanup/purge in the props loft.

**Costumes** (Ben Simpson) Discussions are in progress regarding the organization of the guild. We now have an on-line form for people to send us notice of items folks want to donate to the loft. There are some renovations to the loft being discussed as well. Ben thanked the guild members for making his job easy.

**Public Affairs** (Jason Klunkowski) Nothing to report

**Membership** (Carol Charnock) Database is current. All members were mailed ballots and copies of the summer membership meeting minutes.

Fundraising – Outback is looking to do another fundraiser with us. Details are being worked out. We did pictures with Santa. We are working on other possibilities and will let you know when we finalize them.

**History/Library** (Kaitelyn Bauer Dieguez) There is on-going work in the library to re-alphabetize the scripts.

**Facilities** (Chris Magee) Most of the renovations are done – touchup/finishing work will be completed soon. We had a roofer come in and all leaks have been found and repaired.

No Old Business

**New Business** – The town is going to put up flashing lights at the crosswalk at the intersection of Charles Street and Oak Ave. We are working with the town regarding an easement.

La Plata is going to have their “Bed Races” in conjunction with La Plata Days. We are looking into joining.

Our fight choreographer from Macbeth (Casey Kaleba) is willing to come down and hold some “fight” classes for us. We will follow up with him.

Spring clean ups will be held for several areas of the theater. Please watch for notices of days and times. We’re going to need a LOT of helping hands.

“Audrey II” will be arriving at the theater on February 23<sup>rd</sup>, 2022. We will need help getting it in – it weighs a lot!! If you are available during the day, please reach out to Keith Linville to let him know. Then will call you when the item is on it’s way.

We are looking for help with House Managers and Ushers for upcoming shows. Chris Zabriskie has posted the link for sign ups to help.

Chris Magee thanked the outgoing board and membership for their support this year.

At the summer membership meeting, it was suggested that since COVID had prevented us from putting on show and several members might not qualify to run because of lack of show to help with, that we would allow – for this election cycle only – and extension of the qualifying time for being involved in shows. This extension is no longer in effect.

Results of elections were announced.

Those elected to 3 year terms:

Kaitelyn Bauer Dieguez

Carol Russell

Janice Sagers

2 year term:

Chris Magee

1 year term:

Craig Hower

The season for next year was announced and it is as follows:

September 23-October 9, 2022 – Fences/Directed by Craig Hower  
November 25-December 18, 2022 – Hello Dolly!/Directed by Ben Simpson  
January 20-February 5, 2023 – Twelfth Night/Directed by Rachel Wallace  
March 10-April 2, 2023 – TBD/Directed by Heather Bauer  
May 5-May 21, 2023 – You Can't Take it With You/Directed by Mike Gahan  
June 30-July 23, 2023 – Ragtime

In additions, we will be hosting the Maryland One Act Festival on February 10 &11, 2023.

The Liverpool international One Act Festival has been postponed until October of 2022. Our submission of True Colors will be performed at this festival.

Thanks to Jason for the slide show!

Meeting was adjourned at 6:54pm

Respectfully submitted,

Carol Charnock, Secretary  
Port Tobacco Players