

SUN LAKES COMMUNITY THEATRE  
BOARD OF DIRECTORS MEETING  
COTTONWOOD COUNTRY CLUB  
MINUTES OF NOVEMBER 5, 2012

PRESENT: LINDA CATON, SANDY PALLETT, SUE YOUNGBLOOD,  
MICHAEL CARTER, JIM NIELSON, HOWARD HUMMEL  
ABSENT: BUD JENSSEN, JEANNE SCHWAN - TREASURER

CALL TO ORDER: 6:03PM

APPROVAL OF MINUTES OF OCTOBER 11, 2012: A motion to approve the minutes of October 11, 2012 was made by Howard and seconded by Sandy. Motion carried.

TREASURER'S REPORT: Jeanne Schwan was not present at this meeting to give a report. The continuing need for her replacement is still prevalent. A request to the general membership to assist the treasurer in budgeting, auditing, and preparing financial reports will be made at the next general meeting on November 8<sup>th</sup>, 2012. If a qualified member is willing to step forward and assist the treasurer it may be possible for our current treasurer to rethink her departure. In the mean time the board is looking into alternatives that include possibly paying someone to handle the book keeping functions. One alternative that might help is to set up a version of "QuickBooks" so that the treasurer's workload can be divided into a more manageable format. Sue agreed that if no one steps forward at the general meeting she will try and find someone to advise us as to what we need to move forward on this issue.

The board has invited members of the set crew to join in at the next board meeting to discuss their role in the spring play either through their direct participation or through an ongoing mentoring process. The general membership will be asked if there are any members interested in learning the craft of set design and construction.

Howard stated that we need closure on several issues pertaining to his upcoming spring play "Dearly Beloved". Set design and construction is one of those issues along with some budgetary items such as the expense involved with providing cookies and a cast party. A motion was made by

Sue for the board to adopt, for this one time, not to provide cookies to patrons of Howard's play. Michael seconded the motion. Motion carried.

A second discussion regarding the cast party and associated costs was held with a motion by Howard that SLCT set aside an amount of up to \$1500 for a cast party that will be outside of the director's budget of \$4000 (this is a policy change from \$5000). If it is anticipated that a production cost will exceed that amount, the Board of Directors must approve the higher budget. Sue seconded the motion. Motion carried.

With financial structures in place for each production future directors will have a budget history that they can use as a guide line to determine related expenses.

Howard discussed expansion of the board with the option of a board appointment. There was no closure on this issue.

The next general meeting will be used to solicit talent for the upcoming SLCT holiday party scheduled for Tuesday, December 11 at Palo Verde, 5PM.

The next general meeting will also be used to solicit from the membership their participation in theatre productions other than ushering. Clipboards will be available at the next meeting with areas that each member can subscribe to in support of future plays. Membership support is paramount to insure the longevity of SLCT. There are opportunities that each member can express interest through the on-line interest survey as well as signing up using the clipboards that each board member will take to each table of members at the general meeting.

A motion to approve Howard's spring play "Dearly Beloved" was made by Sandy and seconded by Sue. Motion carried.

There was a discussion on the general meeting agenda items. One vital item is to create a pool of members to rely upon for future shows. In some situations a mentoring or shadowing for some functions will be necessary. There will be discussion at the next meeting around one very important topic: "Why did you join the theatre?" The future of SLCT rests with more membership participation in all the aspects that a quality production demands.

Meeting adjourned at 7:55PM.

Michael Carter - Secretary

