**Sun Lakes Community Theatre**

**Board of Director’s Meeting**

**Held at Cottonwood San Tan Ballroom,**

**February 19, 2015 – 5:00pm**

**Present:** Sandy Bocynesky, Roger Edmunds, Sandy Pallett, Sandy Ilsen, Jim Nielsen, Howard Hummel, Grace Geisinger

**Absent:** Kathy Jones

**Approval of January 6, 2015 Board Minutes**: Minutes were unanimously approved with two amendments under the heading of Director’s Responsibility and one amendment under Ticketing Update.

**Treasurer’s Report:** Grace presented the January 31, 2015 Treasurer’s Report which was submitted by Kathy. Motion was made, seconded and approved to accept the report as presented.

Sandy P. reported that Oakwood has agreed to repay SLCT half of what was owed, in the amount of approx. $1,400. SLCT has agreed to accept it.

**Two Motions Made Electronically and Passed by Board of Directors:**

On January 26, 2015, after receiving notice from Kathy Jones that she was leaving lighting, President Sandy Bocynesky sent a note with a motion. The first motion was to ask Norm Harris to take over as SLCT’s lighting person. Motion was passed on January 28, 2015.

Follow-up notation: Norm Harris was asked by President Sandy Bocynesky and he accepted the position as SLCT lighting chair.

The second motion was to present Harlie and Sue Youngblood with a $50 gift certificate from our theatre. Motion made and passed on January 28, 2015.

**Art at the Lakes Request: R**equested SLCT donation of two tickets for use in an auction basket. Motion made, seconded and carried for SLCT to comply with two complementary tickets for matinee on Saturday, March 14, 2015.

**Nominations Update and Slate:** Jim reported four candidates have accepted nomination to fill the two Board terms that will expire next month. Candidates are: Michael Carter, Ted Peck, Barry Berger and Roxanne Banta. These nominees will speak at the SLCT General Meeting after which Sandy B. will request nominations from the floor.

**End of Year Party:** Sandy P. reported dinner will be at Palo Verde on April 7, 2015. Dinner will consist of lasagna, anti-pasta salad, asparagus and rainbow sherbet at a cost of $21.14 each, including tax and gratuity. SLCT will charge $22.00 each for spouses, guests, and members who have not fulfilled required work for the theatre during the year.

**Update – Opening Sales on Southern Hospitality:** Jim reported 331 tickets sold, 55 of which were purchased on-line. Process going well so far and not losing money. He will pass around at the general meeting sign-up sheet to teach members how to sell on-line. Members can join him on day of ticket sales and he can show them how the system works and also allow them to use his lap top if necessary.

**Update – Status of Scholarship:** Roger reported the deadline for submissions is April 1, 2015. Committee consisting of Roger, Jim, Sandy B., Sandy P. and Phyllis will meet on that day at 10:00 am to decide which theater student will be awarded the $500 scholarship. Certificate will be presented to student and check sent after enrollment in college.

**Financial Recordkeeping:** Grace presented a Revised FY Budget Using Actual Thru 1/31/15 and Budget Feb-Jun which she created using information from Quicken. Grace is working with Kathy using Quicken to update the present system. Jim added that he showed Kathy how to use Chart of Accounts. Board agreed we need to move our accounting into Quicken and learn how to extract reports in order to make it easier on the treasurer in the long run vs. two recordkeeping systems. Helping Kathy maneuver through Quicken may be the first step as we convert to this system.

**Costumes/Storage/Inventory:** Inventory is required of costumes, furniture and props. Shelves are also needed. Will be discussed and decision made at a future Board meeting.

**Cast Party:** Howard expressed concern about the large cast and crew for Southern Hospitality. Grace assured him that the cost of the party will not exceed the amount budgeted.

**Help to Strike Set for Southern Hospitality:** Jim will send out an email blast requesting help on Saturday, March 14, at 3:00 pm after the matinee. The entire set will need striking by 3:00 pm.

**Next Board Meeting:** Sandy B. will send an email to plan our next Board meeting after the close of Southern Hospitality on March 14 but before March 19, 2015.

**Adjournment:** Meeting was adjourned at 6:10 pm.