**Sun Lakes Community Theatre**

**Board of Director’s Meeting**

**Held at Cottonwood Ceramics Room**

**March 17, 2015 – 6:30 pm**

**Present:** Sandy Bocynesky, Sandy Ilsen, Jim Nielsen, Howard Hummel, Grace Geisinger, Sandy Pallett (on phone), Kathy Jones

**Absent:** Roger Edmunds

**Approval of February, 2015 Board Minutes**: Minutes were unanimously approved with two amendments under the heading of Financial Record Keeping.

**Treasurer’s Report:** Treasurer’s Report was approved as presented by Kathy Jones. Kathy indicated some bills from Southern Hospitality still need to be paid but she believes the show will be on budget.

**Southern Hospitality:** Howard reported that hiring the company Two Men and a Truck to haul risers, at a total cost of almost $800, was not cost effective. He said, since 17 risers are stored in Cottonwood’s shed, adding 8 additional risers would save the cost of hauling them. He suggests hiring laborers to put the risers together and renting a pick-up truck to haul the flats. Steve Nolan and Linda Caton will need to be consulted.

Howard’s Email: Howard received an email requesting free dinner at end of year party for those who helped set up and tear down for Southern Hospitality. Howard will respond that the Board will consider for next year. Also, motion made, seconded and approved to change the format of the end of year party in 2016 to perhaps a pot-luck pool party.

**Ticket Sales on Southern Hospitality:** Jim estimated $.15 fee for box and $1.15 fee for on-line. Our ticket price was increased to $16 and $17 on-line. Our total fees were $336.93. Total of 132 tickets (20%) were sold on-line. Jim also reported dinner sales were not good. Grace suggested asking HOA Food & Beverage to handle the dinner sales. This would greatly simplify bookkeeping for SLCT’s ticket sales manager.

**Meeting Dates:** Sandy B. suggested publishing yearly schedule of SLCT meetings and events for membership so as not to conflict with other HOA events.

**Board Position Descriptions:** Everyone on the Board should have a job.

Technology and Data will become a subset of Communication and the addition of editing the Asides and on-line ticketing will be incorporated into the description.

Scheduling/Production Liaison will schedule two years in advance only the play dates, meeting dates, end of year party.  Production activities should be handled by the play director and/or house managers, etc.

Programs and Education duties do not need to be changed.

Board will need to discuss forming a Budget Committee with new Board members.  Jim and Howard agreed to offer their assistance if needed again this year.

**Reading Committee:** Roxanne heads the committee and Howard is Liaison. There are three openings because of outgoing members. An email blast will be sent out requesting volunteers and it will be announced at general meeting.

**Items Needing to be Completed by New Board:** Update Production Manual, clean up/organize storage sheds, manage sheds, inventory/take pictures of items in sheds, build sets. Sandy B. will send an email blast requesting volunteers and will ask Barbie, Roxie and Judy to form team for props cleanup. MJ will head up new storage shed.

**Summer Show Question:**  We do not as yet have a fall show scheduled.  Suggestion was made by Howard and Steve Schneck for Roger to do the Radio Show in the fall rather than the summer.  A smaller number of residents remain in Sun Lakes during the summer, and look forward to a show when they return.  Sandy B got wind of the rumors that   
Roger said he could move the summer show and then decided to ask Roger what was going on.  They discussed what Sandy heard and what Roger was asked.  Then they discussed if ability to move the show and the pros/cons of doing so.  He said he could do it but then he would need someone to direct the Dr. Suess shows for the elementary schools.  After further discussion, the Board voted to have Roger’s radio show this summer.

**Fall and Spring Show:** Sandy P. and Sandy B. will find out a contact at SunBird and then touch base with them about their shows.  They will run the idea of a 'guest director' past them. Howard added that an experienced assistant director or producer would need to work with this individual. Sandy P. said she will consider doing a fall show or a spring show. The dates for fall are November 17 – 21. Sandy B. thinks Linda Caton may direct a summer show in 2016.

**Meeting with New Board Members:** If the new Board members are available, March 31 will work if someone can help Roger go to the high schools to get scholarship applications that morning. Also, someone would need to take minutes at this meeting as Sandy I cannot make it.

**Scholarship Reading Committee:** Will meet on April 1 at 10:00 am at Roger’s house to read the scholarship applications.

**Adjournment:** Meeting was adjourned at 8:55 pm.