

SUN LAKES COMMUNITY THEATRE
BOARD MEETING
APRIL 27TH 2012
COTTONWOOD COUNTRY CLUB
ROOM M1 9:30 AM

PRESENT: LINDA CATON, BUD JENNSSEN, SANDY PALLETT, SUE YOUNGBLOOD, MICHAEL CARTER, HOWARD HUMMEL, JIM NIELSON, JEANNE SCHWAN* – TREASURER

CALL MEETING TO ORDER: 9:34AM

APPROVAL OF APRIL 5TH MINUTES: A Motion to approve the minutes of the April 5th BOD was made by Howard and seconded by Bud. Motion carried.

APPROVAL OF TREASURER'S REPORT: *Jeanne could not stay for the meeting so therefore a treasurer's report was not made except for information she provided before the meeting began that SLCT has less than \$5000 remaining in checking and a transfer of funds from savings is in order. Also Howard was paid \$834 based on receipts stemming from his recent play, "Play On".

PRESIDENT'S COMMENTS: Linda is looking into less expensive insurance with similar liability coverage. Linda commented on the success of Howard's play, "Play On" and its potential impact on the summer play, "Don't Drink The Water". End of year party was another successful endeavor thanks to the efforts of Sandy and Howard. Bud said he would send thank you letters to Palo Verde/Cottonwood staff for their efforts in the success of the end of year party and dinners served at Cottonwood served prior to the play. More people are needed to help with each theatre production. Howard mentioned that Randy, Oakwood GM, is being very helpful with the "Improvables" production slated for April 30th and that there is a wait list of about 73 people wanting to see the group perform. Howard also stated the possibilities of two to four more bookings. The goal of future "Improvables" is to make money. There is a demand for more productions. Coordinators are needed for all SLCT theatre activities. Overall Linda presented areas that as a board we need to think about.

ASIDES: Linda said the next “asides” would come out in September that should contain a bio/presidents statement. An “asides” is not needed for the summer however several E-Blasts would go out alerting everyone to the summer play, future “Improvables” performances and the August 1st SLCT cocktail party at Oakwood from 4PM to 7PM.

PAMPHLETS: The SLCT pamphlet needs to be updated. Also the pamphlet needs a great deal more exposure for it to be useful recruitment/information tool. A less expensive updated and improved look are needed. Jim Thorburn is replacing Dave as the membership coordinator. A totally revamped membership/recruitment pamphlet would improve the SLCT image and get existing and new members involved.

MISSION STATEMENT: The SLCT mission statement that is in our by-laws has to be restated with its wording coordinating with what treasurer Jeanne files with the IRS. Since SLCT is a 501{c}3 it must incorporate language that is approved by the IRS guidelines. Education must be a part of our statement. Also Grace Geisinger agreed to assist with the audit of SLCT financials.

SOUND PURCHASES: A motion to approve \$200 requested by Dave Stevens for ½ wave antennas for the SLX UHF mics was made by Bud and seconded by Sandy. Motion carried. Howard pointed out that the new mics would eliminate cell phone interference.

DOO WOP: A motion was made by Howard to approve Linda Shanahan’s request to use SLCT sound equipment with the proviso that Linda earmark \$700 for sound equipment rental with the money to go to enhancing SLCT sound equipment. The motion was seconded by Bud. Motion carried. Further discussion on various issues relating to the above topic would be covered under future meetings dealing with S.W.O.T.

Linda also pointed out that April is a transition month for community residents who return to their second homes for the summer months. Having a play in April is problematic when it comes to ticket sales.

WEB PAGE/DIRECTORY & MEMBERSHIP: Dave Stevens is relinquishing his responsibility for the directory and membership. It was agreed that Jim Nielsen will aid Jim Thorburn with technical support and Jim Thorburn would handle information gathering.

S.W.O.T: Further discussion of the Strengths, Weaknesses, Opportunities, and Threats that present itself to SLCT is to be held on May 22nd BOD meeting 9AM. The purpose of the meeting is to begin fleshing out and defining problems followed by viable solutions. Grace G. has tentatively agreed to work with the board on this topic.

“PLAY ON”: Howard Hummel, who directed “Play On”, offered a variety of suggestions/recommendations during his debriefing of the play to the rest of the board. Some of the topics that Howard presented covered a change to the by-laws stipulating \$5000 in director’s advance money; A need for a director’s handbook; Guidelines on how to budget for shows; Communications with key people emphasizing two-way conversations and advance notice of room changes; Job descriptions; Production calendar; Policy handbook. Howard also brought up ticket sales, marketing, set building, load-in and strike, cast party (who attends/who doesn’t). There were many issues presented accompanied with a host of problems that would come under the S.W.O.T future discussions.

Linda suggested that SLCT needs to recruit more lighting and tech people and possibly have Clearwing come in as consultants.

Meeting Adjourned. Next meeting on S.W.O.T – May 22 at 9AM M1 room at Cottonwood

Michael Carter - Secretary