

**SUN LAKES COMMUNITY THEATRE
BOARD OF DIRECTORS MEETING
COTTONWOOD COUNTRY CLUB
AUGUST 30TH 2012**

PRESENT: LINDA CATON, BUD JENSSEN, JIM NIELSON, MICHAEL CARTER, SANDY PALLETT, SUE YOUNGBLOOD, HOWARD HUMMEL (VIA SKYPE), AND JEANNE SCHWAN – TREASURER.

CALL TO ORDER: 9:04AM

TREASURER’S REPORT: JEANNE HANDED OUT SLCT INCOME/EXPENSES FOR YEAR 2012 REFLECTING A CHECKING BALANCE OF \$4421.37 AND A SAVINGS BALANCE OF \$16,519.44. HOWARD AGREED TO WORK ON AN SLCT FISCAL POLICY FOR BOARD APPROVAL. SOME OF THE ITEMS IN THE POLICY WILL COVER DIRECTOR’S AUTHORITY ON HANDLING OF PLAY EXPENSES, BUDGETING FOR A PLAY AND WITH JEANNE’S INPUT, POLICY ON EXPENSE CATAGORIES AIDED BY “QUICKBOOK” THAT JIM WILL ACQUIRE USING A MAC VERSION FOR NON PROFIT ORGANIZATIONS. PLAY COOKIE EXPENSES WERE DISCUSSED IN LIGHT OF SLCT ECONOMIC ISSUES. THE GENERAL CONSENSUS IS TO ELIMINATE COOKIES FROM FUTURE PLAY PRODUCTIONS DUE TO ITS HIGH COST FACTOR. JEANNE ALSO REPORTED THAT THE NECESSARY PAPERWORK HAD BEEN SENT TO THE ARIZONA CORPORATION COMMISSION AND THE IRS. THE BOARD WILL COME UP WITH A YEARLY OPERATING BUDGET ONCE WE HAVE A BREAK DOWN OF EXPENSE CATAGORIES. A MOTION TO APPROVE THE TREASURER’S REPORT WAS MADE BY BUD AND SECONDED BY MICHAEL. MOTION CARRIED. A MOTION WAS MADE BY MICHAEL AND SECONDED BY JIM ON CREATING A FISCAL POLICY STATEMENT. MOTION CARRIED.

IN RELATIONSHIP TO OUR FISCAL SITUATION SANDY PASSED AROUND A NEWS ARTICLE PERTAINING TO “NON-PROFIT THEATERS CAN, AND DO, THRIVE” WRITTEN BY HERB PAINE OF THE ARIZONA REPUBLIC.

TOPICS PRESENTED BY LINDA AND JIM COVERING SLCT SPONSORSHIP AND POSSIBLY CREATING A COMMITTEE TO STUDY OPTIONS TO GENERATE FUNDING WAS DISCUSSED.

READING COMMITTEE: ROGER EDMONDS WAS NOT PRESENT BUT PRESENTLY THERE ARE NO PLAYS BEING READ AT THIS TIME WITH THE SELECTION OF HOWARD'S PLAY. JIM POINTED OUT FROM SLCT POLICY THAT BOARD APPROVAL OF THE READING COMMITTEE'S SELECTION IS REQUIRED. A MOTION WAS MADE BY MICHAEL AND SECONDED BY BUD TO APPROVE HOWARD'S SPRING PLAY. MOTION CARRIED.

MISSION STATEMENT: SUE HANDED OUT COPIES OF OUR REVISED MISSION STATEMENT. APPROVAL WAS TABLED UNTIL A FINAL VERSION IS SUBMITTED THAT INCORPORATES IRS RULES ON NON PROFIT ORGANIZATIONS.

BROCHURES/APPLICATIONS: JIM HANDED OUT COPIES OF A REVISED SLCT BROCHURE AND MEMBERSHIP APPLICATION FOR REVIEW. FURTHER EXAMINATION OF THE BROCHURE IS NEEDED WITH POSSIBLY INCLUDING THE SLCT LOGO.

CW/PV QUARTERLY MAGAZINE ARTICLE: HOWARD WILL ASK HIS WIFE ANDREA TO PREPARE A PROMO ARTICLE FOR THE NEXT PUBLICATION.

SET CREW: LINDA REPORTED THAT BILL BRENNER MIGHT AGREE TO SERVE AS A MENTOR FOR FUTURE CREW MEMBERS.

A MOTION WAS MADE BY SUE AND SECONDED BY BUD TO ACQUIRE A MAC VERSION OF "QUICKBOOKS". MOTION CARRIED. PRIOR TO PUTTING THE AID OF "QUICKBOOKS" INTO ACTION THE BOARD MUST HAVE A YEARLY BUDGET, AN EXPENSE BREAK DOWN, AND INPUT FROM JEANNE ON ALL FINANCIAL AFFAIRS.

SUE POINTED OUT THE COST ACCOCIATED WITH THE END OF YEAR PARTY. POSSIBLY CHARGING FOR THE PARTY

AND/OR OFFSETTING ITS EXPENSE BY ELIMINATING PLAY COOKIE EXPENSES WAS DISCUSSED.

DORIS ROULEAU SENT A THANK YOU LETTER TO CW/PV GENERAL MANAGER STEVE NOLAN THANKING HIM AND HIS STAFF FOR THE PLAY “DON’T DRINK THE WATER”.

NEXT BOARD MEETING IS SCHEDULED FOR SEPTEMBER 5TH AT 11:30AM ROOM M1 AT COTTONWOOD.

A BOARD MEETING IS SCHEDULED FOR SEPTEMBER 27TH, 9AM – ROOM TBA

OCTOBER 11 IS SLCT GENERAL MEMBERSHIP MEETING AT 7PM PRECEDED BY A BOARD MEETING AT 4:30PM.

MICHAEL CARTER - SECRETARY