

**Sun Lakes Community Theatre  
Board of Director's Meeting  
Held at Sandy Pallet's Home – Working Meeting  
July 13, 2016 – 10:00 a.m.**

**Present:** Sandy Pallett, Roger Edmunds, Phyllis Novy, Dennis Dannehl (Skype) Jim Janowski, Barry Berger.  
**Missing:** Cindy Decker (Brother is ill and Kathy Jones).

**Approval of June 1, 2016 Minutes:** Motion made, seconded and carried to approve the minutes of the June 1, 2016 Board meeting. Kathy needs to include any voting that goes on in the Board Meetings.

**Treasurer's Report:** Motion made, seconded and carried to approve the May 31<sup>st</sup> and June 30<sup>th</sup> 2016 Treasurer's Reports.

**Review of Board Member's Responsibility:**

**Barry:** Role is Secretary and Sunshine Committee Chair. Responsible for getting information to everyone as needed. In the future Kathy will send the minutes to Barry and he will review and reformat the Minutes. Barry is responsible to send the Minutes to all Board Members. Barry will be responsible for all Open Houses. Barry and MJ are putting together a Slide Show with a continuance loop of all old SLCT members to show at the Open Houses. He will have everything ready by 'Happy Hour' get together in August. Sandy and Barry will get all equipment necessary for the Open Houses.

**Jim:** Role is communications. Works with Sonja on the "Asides", which includes sending out the e-mail blast to all members about the deadlines for getting articles into the Asides. Conducts the Elections of the members to the Board of Directors. Helps Sandy with the Chamber of Commerce activities. Performs duties in the absence of the President. Working on getting Donations and Sponsors for the SLCT.

**Dennis:** Publicity and Chamber of Commerce activities. Sandy and Dennis to meet as soon as he gets home.

**Phyllis:** Does Programming, which includes programs for the Monthly Meetings and the Holiday Party. Her Program Committee includes Sandy, Barry and Roger. Working with Roger on the Recognition Meeting in November and the Talent Show in April. Working with Chris Roen on the Hospitality Committee. Education, working with teachers and setting up workshops. Liaison to the Play Reading Committee.

**Roger:** Liaison between the Chandler Schools, both High School and Elementary. Working on expanding reading to Kindergarten children. Handles Scholarships.

**Budget Reports and Grants:** Cindy couldn't call in as her Brother was ill. This Agenda Item tabled.

**Education/Program Committee Report:** Program Committee will be providing snacks at the first Open House in October. She will be coordinating with her Committee and assign duties as the date draws closer. Phyllis will be meeting with Megan at SLCC to coordinate what items the SLCT will need for the August Cooler which will be held in the Navajo Room in August. Hired Legends of Song for the Holiday Party. Education, we have teachers for the Advanced Scene Study and Monologue Class, Karen Burns; Beginning Acting, Merrie Crawford; workshops for all theater participants, Ron Hayward.. Monday, Fun day workshop with the ImproVables. Need to get members to attend the August Social and bring a friend. There will be an article in the Splash pertaining to the August Social.

**Play Reading Committee:** Phyllis Novy has all of the plays in her garage. Someone on the Reading Committee needs to take control and do the work. Plays need to be cataloged. Michael Carter and Elaine Cash have joined the Reading Committee.

**Chamber of Commerce:** Sandy needs help from the Board Members on involvement in the Chamber. If necessary, go On-Line and see what event's are going on. Need to have a meeting with the Chamber of Commerce at Iron Oaks so that they can see what we do.

**Donation Jar:** Standard Jar that is used at every show for Donations to the Theatre. Jar should read "**Please help SLCT support the Chandler High Schools Drama Program**". An article should go in the Asides regarding the Donation Jar.

**E-Mail Blasts:** This is a general broadcast to the membership. Barry to follow-up with Jim Nielsen as to what is considered a general broadcast. We would like it in writing. Barry will be responsible.

**Talent Show Update:** Guys will sing "There's nothing like a Dame" and Joyce Recupido is writing "There's nothing like a stud". Veda Baack will compile a list of all the old members. Roger will talk to Dave about any sound needed.

**Children's Show Update:** Roger has met with Sandy Bocynesky and she is confident she will be able to handle this job. She will recruit her cast.

**Donations/Sponsors:** We need to develop Guidelines. How do we recognize the person/business donating or sponsoring? How do we approach the business owners or intervals? Are there people who would like to support the SLCT but not be a member. The Board discussed several Sponsors who might be interested. Need to concentrate on Donations, then address Sponsors.

**Spring Show:** Penny turned in the 3 Scripts that she has checked out. Sandy Pallett will contact Penny and see what show she is going to Direct.

**Equipment Status/Purchase Lights/Sound:** Barry had a discussion with Norm Harris. No additional money is needed by Lighting at this time. Sandy and Jim will meet with Dave Stevens on Sound. Bryan will check the sound/lighting equipment at Iron/Oaks to see what updates are needed. Barry has been checking on portable lighting for other venues.

**No Dinner Announcement:** Directors to make the decision on dinners. No announcement by the Board is necessary for "no dinners".

**Howard Hummell's E-mail:** Howard wants to authorize Carol Horowitz and Roxanne Banta to approve/sign and turn in for reimbursement invoices that needs to be paid while he is on vacation. Board approved. When Howard returns it is his responsibility to sign and approve all reimbursements.

**Next Meeting:** September 7, 2016. Sandy Pallett's House. 10:00 a.m.

**Adjournment:** The meeting was adjourned at 12:00 p.m.