

SLCT BOARD AGENDA FOR

MARCH 10, 2020

9-12, BRADFORD ROOM AT OAKWOOD

ATTENDEES

All current Board members plus the two new members who will join the Board on Thursday, March 12. Also attending was MJ.

CALL MEETING TO ORDER – 9:02am

APPROVAL OF BOARD MINUTES FEB. 11, 2020

Moved to accept by Howard H, second by Rick W, passed unanimously

APPROVAL OF FINANCIAL REPORT, MARCH 2020

Moved by Bill B, seconded by Jim N, passed unanimously.

It was also recommended that the Treasurer put explanations for unusual amounts of income or expenses. For example, this month it shows significant high income from ticket proceeds, but the expense for the show dinners will not appear until next month. Such statements can perhaps prevent misunderstandings about our net earnings.

ADDENDUM ITEMS (SEE ATTACHED)

BUSINESS

CHARLIE BROWN DEBRIEF/DISCUSSION

Howard said that there were 51 people from the club who were involved with the show. The Tech people did a wonderful job with sound and lights and there was good feedback from patrons. It was observed that we had a sizable contingent from the Renaissance at the Monday matinee. It was advised that we should have a weekday matinee for those patrons because their shuttle bus does not operate in evenings or on weekends. Also, it was noted that they have found an organization that was willing to take all of the stage props from this show because they loan them out to other community theaters.

BOARD ELECTION UPDATE

Howard introduced the two candidates for the two open positions on the new Board and they will be voted on the following Thursday (Jim B and Jo B).

FALL SHOW

It was announced that Diana N will direct the fall show, Catch Me If You Can. No further information available.

GRANT DISCUSSION

Cindy D has submitted the application to CW/PV Foundation for a 2020 grant.

HORTON SAVED – YEA YEA

Sandy B and Roger E will be co-directing Horton next season (2020-21). Other people will be in charge of scheduling the schools, transporting equipment, etc. This should remove a lot of the burden for the directors. MJ said we are purchasing microphones and sound board with the last of the money in the annual

FUND RAISING STRATEGY PROPOSAL

Jim N will ask for volunteers at the next club meeting for developing a long-term strategy for fund raising which would include grants, sponsorships, donation categories, etc.

PLAYBILL COMMITTEE

We will ask for volunteers to work on developing a seasonal playbill that includes information on all our productions, coming attractions, sponsors, and advertisements. These would be handed out at the each production with the production related information inserted. The playbill can be reused until the next season.

WHAT DO WE DO WITH OUR MONEY

See Fund Raising Strategy above which includes an action item to solicit members of the club to join the committee and develop policy and process for use by a permanent committee.

COMMUNICATING WITH THE BOARD

It was expressed that communication among the Board member can be excessive at times. There were several suggestions on how to make this more efficient and less confusing. 1) If you need an immediate answer from someone on the Board, use a text message, but do not ever send a group text because your phone will be beeping constantly. 2) If something needs a lengthy description, use email with a subject line the begins with SLCT: but note that not everyone reads email at the same as others. Besides, some people do not have smart phones that allow them to see both answered to quickly, use a subject line that says SLCT 911:

Most of us know these guidelines will not stand the test of time anyway.

GOALS AND JOB DESCRIPTIONS TO DISCUSS WHEN NEW BOARD ARRIVES.

ACTION ITEMS

- Put together a permanent membership committee that will be responsible for bringing in new members and keeping them involved.
- Write a policy that requires the head ushers to stay for the duration of each
- Update duties of House Manager and Ushers (head ushers should stay for duration of each production)
- Put together Fund raising Committee and Playbill Committee

ADJOURNED 10:57am.

Next official meeting will be April 2nd.

ADDENDA – submitted prior to meeting for review by Board members offline.

Addendum for March 10 Board meeting–Publicity

Bill Becker

1. *You're a Good Man Charlie Brown* opened on Wednesday 3/4 evening and runs through the Monday 3/9 matinee. Ticket sales have been below expectations, and both Howard and I have urged members in the ASIDES to push to sell more tickets, so hopefully all SLCT members have

redoubled their efforts to encourage family, relatives, friends, and neighbors to purchase more tickets for this terrific musical show. In addition, there have been mentions on social media on Next Door and through friends posts on Facebook, and Ashley has aggressively promoted the show in Ironwood and in Oakwood. In addition, 4x4 were handed out and talked up at TAD shows at Cottonwood. Hopefully, more tickets were sold, and we'll know what happened with the final tallies after the last show on Monday, 3/9.

2. Load-in for *Charlie Brown*: Part 1: SATURDAY, FEBRUARY 29 2-5 pm & Load-in, Part 2: SUNDAY, MARCH 1 Starting around 7 am, we set up the risers for the actors and the risers for the tech crew, plus position all the chairs for the audience on three side of the stage area. Rick Whitney and Rick Miller set up the risers and the onstage painted sets and major props. The tech crew set up their equipment for lighting and sound, and our SLCT volunteers set up the poles and rigged the black curtains around the room and also on the stage as blind entrances for the actors. We kept going until most of the set-up work was done by 12:30, and then the lighting and sound crews got to start to use their equipment. Several workers stayed through the afternoon refining the room.

3. Load-out: MONDAY, MARCH 9 After the show - appx. 3:15 to 5:30 pm.

Ashley wrote to Howard on Tuesday, 3/3, that she had cancelled BINGO for Monday, 3/9, so the "rush job" of trying to strike in 1.5 hours was no longer a problem; instead, we can proceed to load-out in the usual 2-3 hours we normally need to accomplish a load-out. Our volunteers are needed to do the work; in addition, Ashley did tell Howard that her maintenance people would be available to assist us move everything.

Load-out work: remove curtains and poles, disassemble the risers, remove flats and large props, and move out all the electronic equipment:

- a. Back to Price Road sheds (on the lift-gate truck) - risers, curtain bins, metal plates, poles, big props (doghouse, piano, stairs, etc.), painted flats, etc.
- b. Tower Storage unit and Cottonwood (Cactus Realty truck) – Deliver electronic equipment (Cottonwood) and costumes/small props/etc. (Tower) to the units where they are stored.

3. Donations to schools:

The week of Feb. 24-28, Roger Edmonds went around to the five Chandler High Schools awarding the drama directors the donations checks approved by the Board of Directors. Also, he has been addressing the drama students about the yearly \$1,000 scholarship and explaining the application rules and requirements. The students in all five schools were invited to our *Charlie Brown* dress rehearsal on Tuesday, March 3.

Programs/Education by Mary Vandergriff

Our upcoming SLCT meeting on March 12, 2020 will have a St. Patrick's Day theme. Irish songs will be performed by Jim Nielsen and tables will be decorated for this Irish celebration.

The election of two new BOD members will also be held.

Plans for our End of Year Party are completed! We will have a candlelit evening on the Palo Verde patio! This event will take place on April 7, 2020. Cocktails will be served starting at 6PM, followed by the appetizers starting at 6:15PM. It will be a lovely evening for conversing and mingling with each other and sharing experiences of this past year.

This special evening will consist of appetizers served throughout the evening. A cash bar will be available. There will be five different appetizers, hot and cold, replenished for the duration of the evening. An iced tea station will also be available. The cost is \$20 per person. Checks to be made out to SLCT and given to Cindi Decker, at the general membership meeting on March 12 or send to Cindi Decker at 8921 E Olive Lane N., Sun Lakes, Az 85248.

We have a brand new class starting in September 2020. New to our theatre group, we are offering a stand up comedy instruction class. Interest was overwhelming and we have 12 committed people signed up and a few on a waiting list.

Our instructor, Dee Ann Kinkade, is an experienced professional in the realm of stand up comedy, with years of teaching at the Scottsdale college level, at comedy clubs and is still active in stand up comedy instruction at the Stir Crazy Comedy Club in the West Valley. She is willing to drive each week from the West Valley to instruct an eight week class, culminating with a Showcase on the eighth week which she will produce and direct. The class will be on the SLCT calendar by this week.

The three hour classes will be held from **9AM to Noon each Tuesday starting September 1 and running through October 13**. I have the Showcase scheduled for Friday evening, October 16. Time to be announced. I have the Saguaro Room at Cottonwood reserved for the classes and Showcase at no charge to SLCT. The instructional fee for these classes is \$200 each student.

It would certainly be helpful if the BOD would revisit the annual budget for education and allot some monies to recoup a partial amount for class fees.

I will ask for a discussion to use some grant monies for classes to be put on the agenda for the next BOD meeting.