

SUN LAKES COMMUNITY THEATRE  
VIRTUAL BOARD OF DIRECTORS MEETING

July 25, 2023

VIA ZOOM **Final** (Final approval 8/8/23)

**Participating Board Members:** Greg Posniack, Sharon Gerdik, MJ Clement, John Zoeller, Michael Carter, Kate King-Turner, Robin Murray

**Absent Board Members:** None

**Other Participating SLCT Members:** Cindi Decker, Barry Berger, Sandy Bocynesky, Brian Haynie, Nancy Patterson participated briefly from her vehicle as a passenger but needed to drop off due to an appointment

**Call to Order:** Greg P. called the meeting to order at 10:01 AM.

**Check for Quorum:** Quorum was met with all seven members in attendance.

**Proposal of Accepting Meeting Minutes of Last Meeting:** John Z made a motion to approve and MJ seconded.

**Treasurer's Report:** Cindi D. had emailed the financial reports prior to the meeting so everyone had an opportunity to review. Greg asked if there were any questions on the monthly report and if not, asked for a motion to approve. Kate accepted the motion and Michael C seconded. No one opposed.

**Budget Report:** Cindi D had sent out a report prior to the meeting but some amounts had been updated and the members needed to see those amounts before approving. Cindi highlighted some of the changes that were made but some disagreed with those numbers and discussion occurred. One change that was needed was for the Expense Amount for each play to be \$4000 since that had been previously approved. With an estimated take-in of \$8800 per show, the budget of \$4000 seemed reasonable. Some of the other numbers were questionable and will be revised as well. Cindi will send out the revised copy so an approval can be made. Tabled until next month.

In regards to the combined show with Chandler HS, Robin had followed up with Roger E and it appears highly unlikely that this show will happen, since the group that oversees the State Awards for High School Musicals stated that having some adults in the school plays make it somewhat less desirable. Due to hearing this, Greg suggested that we go on the assumption that we need to have a Spring 2024 show.

There was discussion with how much lead time would be needed to plan a Spring 2024 play. Sandy B said it would be announced following the Fall 2023 play. Her plays always have six weeks of rehearsals. She has already reserved some dates and the only ones available were April 23-April 26 at the Cottonwood San Tan Ballroom. These were the only dates that Josh had available. We were notified of staying away from Monday evenings in the CW Ballroom. It's best to run shows Wednesday to Sunday and having matinees on the weekend. Her plan is to use round tables and add two more for a total of 112 attendees each performance x4. She will also plan on two matinees. She said there might be standard items on the menu with daily specials offered. There was some discussion regarding the menu changes during The Sweet Delilah play. Greg mentioned that some people had printed out the menu shown on the website and were somewhat disappointed that the items had changed. He stated there needs to be some uniformity to the menu. Sandy B said she spoke with Sandy P regarding her show dates change.

**Membership Report:** To date, there are 98 members. No new members have been recently added.

**Grant Report:** Cindi stated that there is nothing new on our current grant request. It is still pending.

Cindi reminded the BOD that she requested a new computer for her Treasurer needs. Greg suggested she shop for one to obtain a price and then submit for approval.

**Publicity Report:** Kate stated she was very happy with the Sweet Delilah Splash publicity shot. She said there will be two articles in The Splash for August. One is the back scene for Rex's Exes and the other is the overview of the Sweet Delilah show in July, which sold out its last three days. She is working on new articles for September which will include the auditions for the upcoming play. She also thought it would be nice to do a story on recent performers who have only lived here a short time. That would show how new members could get into the fun and excitement.

**Website Issues Report:** Before the Webmaster reported on any website issues, John reported that 411 tickets were sold for *The Sweet Delilah Swim Club* play with 14 tickets comped for a total of \$7490. Sharon asked about the practice of selling tickets before the actual start of sales date. That had been discussed at a previous BOD meeting and it was decided that no one should be able to purchase tickets before the official start. Kate had replied that the comp tickets were perks for people who had donated money as a Supporter of SLCT and their guests. Sharon replied that a free ticket was granted but not the practice to purchase prior to the start of the sales opening and not to purchase additional tickets early as well. Robin stated that since it included a small number of tickets that she thought it was fine. No further comments were made. John mentioned that he and Kate will need to decide on a process for showing comped tickets since that doesn't fit in the Neon App.

Brian Haynie, the SLCT Webmaster, attended as a guest and stated that at present there were no issues to report. He mentioned that he removed the info from The Sweet Delilah show and was waiting for the new info. He also said he would be away for a short time in the next week or so.

**Sound and Light:** MJ stated that the transmitters were returned and one did have a problem but now all are working fine. The issue seems to be the need of longtime battery chargers, which we will have to purchase. MJ said the Light Closet was done with some help. There will be five people to help in the Fall. The spotlights and soundboard will be covered. Jack Mitchell, Jack Hahn, Wanda Johnson, Robin and MJ. There were only 1 ½ tech help for the summer show.

**Summer Show:** From all appearances, the summer show seems to be successful. True there is less income with the use of tables, but many attendees reported the preference of not having to navigate the risers. There is a savings of \$4 to \$5,000 by not using risers. Plus, we save on costs for coffee, tea and cookies. Cottonwood should do well with food sales at these shows. There was a mention of some flyers that were left at the tables. Kate mentioned that the flyers that were at the tables should be inserted into the programs. That initiated a discussion of adding to the size of the brochure and the added expense. MJ wanted a decision to be made now as to who would absorb that cost. It was decided with Greg's input that going forward the extra cost would be split between the Director's Budget and the BOD Admin Budget. As an added note, Greg stated that he has checks ready to distribute for the summer show.

**Improvables:** Phyllis could not attend but provided an update via Sharon.

*"I will not be able to attend the BOD meeting coming up. The ImproVables are resting and relaxing. The t-shirts look great and the brochure looks fabulous! Again, many thanks to Kate and MJ for their help with the brochure."*

Added note is the ImproVables are off until August 28<sup>th</sup>.

**Childrens Theatre:** Sandy P, the new Director of Children’s Theatre, was not in attendance but Sandy B provided an update. Two new spotlights had been purchased for Charlie Brown. It appears that one tripod is missing an electrical cord and the other tripod is missing the units that hold the lights on the tripod. Placard Signs are missing as well. MJ said the storage unit will be checked when it gets cleared out and reorganized. Greg promised that all equipment that is needed will be available. A thank you was given to John Z who has taken on the responsibility of creating the needed spreadsheets. Sandy P has sent out a notice to the CUSD Elementary Schools Superintendent and Barbie is already getting phone calls from those schools. Sharon asked about the follow-up with Roxanne Banta about her husband who helps out with the children’s show as becoming a member. Greg responded that he did speak with Roxanne and Mike is happy to help but does not wish to be a member.

**Fall Show:** Sandy B said the auditions for her Fall Show will be Sep 11<sup>th</sup>. She will have a backup date available for anyone not able to attend the 9/11 auditions, depending on the need. She will have Barry send out an Eblast reminder for those interested to pick up and sign out for scripts that will be left at her door. The ushers for this show will be instructed to do things differently with the tables. She is working with Josh in creating a menu. The read-thru for the play is Sep 18<sup>th</sup>.

**Nancy and Dave Patterson Requested Topics for Discussion:**

With Nancy and Dave not available to attend for this portion, Greg shared their thoughts for discussion for next month’s meeting. Some items included:

Types and Number of Performances per Year

Age and Memory – Assuring All that are Interested have Fun

Mentoring Program

The full list will be forwarded to the other Board members.

Questions concerned who is on the SLCT Play Reading Committee. Michael C as a former member of that committee was able to shed some info. He had been a member but needed to be replaced when he became a member of the BOD. Roger Edmonds is the Chairman. There are usually 6 members and the Chairperson breaks the tie, when necessary.

There appears to be many Approved Play Scripts that are not available. Sandy B will ask Barry B to send out a note requesting directors to return plays, so they can be returned to the SLCT Approved Play Folders.

Greg will follow up with Roger E. The members for the Play Reading Committee were stated as, Roger Edmonds, Jim Janowski, Phyllis Novy-Meyers, Barry Berger, Jim Neilsen and Pat Wolfe. The guidelines for this committee should be on the website. Greg will confirm needed info with Roger regarding such as when are the terms up and how are members notified to apply for the committee and how is the Chairperson selected. Michael C stated that terms are for a 3 year period.

There haven’t been any classes lately. Sandy P had offered classes previously for directors. Merrie C had offered classes for acting levels 1 and 2. Diana N recently offered to provide a class for creating characters. Greg asked that Robin follow up with these members in response to continuing classes.

**Kates’s 2024 Fall Show:** Kate reported that her play for 2024 is *Exit Laughing*. The cast includes 4 women and 1 man, who may need to be from outside the community.

## **Any Other Business:**

Since there's a chance that the combined musical with Chandler High School will not take place, Sandy B has committed to do a Spring 2024 play called *Fox on the Fairway*, which has already been approved.

Michael C asked about the funds that were donated a few years back and earmarked for the purpose of SLCT finding and leasing a building offsite. It was related to a challenge for a Grant. Kate suggested that we try and look into who donated and send a notice regarding if the donation is still applicable since we did not get the facility we tried to lease. Cindi D said we still have those funds in our account from 2018. Greg P remembered the amount he had raised from family and friends was \$1139. Further info will be collected and we will report further next month.

Barry B reminded everyone that he needs all dates of events to be sent to him.

Michael C added that he still needs help for the Open House Events at the 3 HOAs in October. They all have different times but two have their events on the same day. MJ was reminded that a new banner will be needed.

MJ updated that CW/PV GM told the Rec Committee that 6 keys will be provided to our tech people. If ever a change would be needed, we would be given a 6-month heads-up. MJ is the Keeper of the Keys and will dispense accordingly. There will be a sign-out / sign-in sheet for when keys are taken and then when keys are returned.

MJ mentioned that the A/C Unit still needs clearing out. Fourteen people have keys to that unit. Many items will hopefully be donated. This should all be completed within the next few months.

Further discussion was brought up as to what info should be placed in the programs. It was agreed that more info means a higher cost but all agreed that the Supporters should be in the brochures.

With no further business to discuss, a motion was requested to adjourn the meeting. Kate accepted the motion and Robin seconded it.

The meeting was adjourned at 11:18 AM.

Next meeting will be August 8<sup>th</sup>, at 10 AM, via Zoom.