BOARD MINUTES

THEATER WEST

MARCH 12, 2024

The regular meeting of the Board of Directors was called to order by President Fran DeWell on Tuesday, March 12, 2024, at 9:30 am in the Back 40 of the Theatre.

**PRESENT:** Fran DeWell, Peggy Robbins, Don Hehman, Jamie Bubon, Marion Mosley, Frederick St. John, Vicki Baker, and Vicky Johnsen.

Production Manager, Robert Bubon, was also in attendance.

**MINUTES:** The minutes of the previous meeting held on February 13, 2024, were approved as distributed.

**PRESIDENTS REPORT:** Fran was presented a donation by a grateful theatre attendee. Fran brought in costumes that were donated and asked that they be gone through to see if any are of use. Dance Sensations has requested assistance running the rear projector. Robert has told the club that we will allow the use of the projector but other clubs must provide their own staff to execute. An email has been sent to Paulette Halle advising her of the same.

**VICE PRESIDENT REPORT:** No report.

**TREASURER’S REPORT:**

The treasurer reported: $64,177.98 Checking Account

 $45,891.64 Money Market Account

 Total $110,069.62

Don moved approval of the report

**MCU**

**SECRETARY’S REPORT:** PLEASE READ YOUR EMAIL DAILY! The secretary requested everyone look over the policies and send any recommendations to her. The policies will be discussed at the next board meeting.

**PRODUCTION COORDINATOR:** Robert has been working on a different schedule for openings next season with opening night on a Friday. This will be discussed further at the next board meeting. The Rec Center computer will now be available to the box office so available seating can be seen for those who want to purchase tickets on the night of the performance.

Auditions for *The Unexpected Guest* will take place on April 22nd at 4 pm in the theatre. *Rumors and Follies* auditions will be announced at the March 19th meeting. Auditions are at the director’s discretion.

Proposed dates for the 2024-2025 season are:

*The Unexpected Guest –* October 11th , 12th, 18th, 19th, 25th, 26th, at 7 pm and October 13th, 20th, 24th, 27th at 2pm

*Rumors-* January 2025 10th, 11th, 17th, 18th, 24th, 25th, at 7pm and January 12th, 19th, 23rd, 26th, at 2pm.

*Follies-* March 2025 7th, 8th, 14th, 15th, 21st, 22nd, at 7pm and March 9th, 16th, 20th, 24th, at 2 pm.

Robert was congratulated on his new position as the Lead for Kuentz recreation center. He will also continue his job as Theatre West’s Production Coordinator.

Robert is exploring, with the Recreation Center, the possibility of taking over our own ticket sales for Theatre West, Dance Sensations and Westernnaires. It would bring in more money for everyone and give us better control of tickets.

Increasing ticket prices was discussed with Don moving approval of raising our prices to $15.00 for main stage performances and $20 for musicals. After discussion, the motion was tabled until further research can be done.

**COMMITTEE REPORTS**

 **PROGRAM:** Frederick has rewritten his job responsibilities and would like approval. Discussion will take place at the April board meeting. Frederick has written a proposal for recognizing presidents after their term. The proposal will be discussed at the April meeting. Frederick will contact Byron Brothers to request written licensing information for his Monty Python skit in April and report back to the board.

# PUBLICITY: Vicki has taken packets of information to the Senior Living communities, she has placed information online, in the paper and on Facebook. Bookmarks have been printed for our membership and brochures for nonmembers.

**MEMBERSHIP:** Vicky Johnsen reported Kristie Constantino at the Recreation Center has all names of eligible voters. Google Drive has the updated roster and a link will be sent to the board.

**OUTREACH:** Workshops are being set up and will be announced soon. Outreach is hoping to do a review of 2024 in mid-June. Jamie is looking at a playwright workshop. Three (3) have shown interest in helping with an acting workshop and she is working on the scheduling for that. There will be a directing and technical theatre workshop also. There will no be a charge for any workshop.

The Spring luncheon on April 23rd will be in the Palm Ridge Recreation Center. Awards will be given out with the general public voting on the winners. Personal Touch has given us a price quote and other caterers will be asked for quotes. There will be a 50/50 raffle. Jamie will provide a proposal by next week.

Voting on the name of our awards will be sent to the membership.

**UNFINISHED BUSINESS:**

Discussion and review of Theatre West’s policies will take place at the April Board Meeting

The board discussed giving past presidents a plaque as a remembrance of their service to Theatre West. The decision was made to put the current plaque with past presidents’ names on it in a more prominent place so everyone can see it and a plaque will be not given to past presidents at this time.

A link for voting on the bylaws and officers of the board will be sent to the membership.

All licenses are to be kept in the files of the Treasurer and no play will be allowed (main stage, musical or skit) without written approval.

**NEW BUSINESS:**

A production should be scheduled for next seasons directors.

Frederick suggested a scholarship be set up and given out to a Theatre Student at a Jr College.

**RESIDENT COMMENTS:**

None

The meeting adjourned at 11:35 am.

Peggy Robbins

Secretary