Theatre West Board Minutes of September 24, 2025

Members In Attendance

Jim Roch, President

Judy Ross, Vice President

Deb Neuroth, Treasurer

Suzanne Graf, Secretary

Aletha Dellamo, Publicity Chair

Mary Wright, Program Chair

Tammy Wells, Outreach Chair

Nina Scozzari, Membership Co-Chair

Members Not in Attendance

Pat Martin – Membership Co-Chair

Meeting called to order at 2:31 P.M. by Jim Roch, President

Approval of Minutes

First meeting, none to approve

Old Business

None

New Business

Having no Old Business, Jim began the meeting by welcoming all new Board members and asking everyone to share their priorities for the coming year. Collectively the priorities were identified as:

- supporting each other to fulfill their respective responsibilities
- establishing the content for the remainder of the 2025/2026 season, affirming that the Theatre West Drama Club is alive and well

- reviewing and refining current financial controls and reporting with transparency and timeliness being of upmost importance
- Increasing membership

The discussion that followed identified the following critical initiatives:

- Suzanne is to create a Theatre West Board Member Handbook building upon the current version that will include contact info on each board member and an organizational chart with committees and chairpersons (including their contact info). The organizational chart is to be made available to all club members via the website
- To establish the season, Mary will research how quickly a skit can be prepared for the October membership meeting and alternatives for the January, March and October main stage productions with the intention of using the plays already identified. Judy Ross and other club members who were involved earlier in the year will be consulted/involved.
- Bylaw revision, Jim asked the board to consider how to best establish a committee, how it is to be constituted, initial priorities to include restoring established procedures and identifying a more respectful dispute resolution process, amending bylaws which are restrictive to encouraging full participation by members.
- Deb and Jim will determine what is needed to improve financial controls and reporting and present their recommendations to the Board.
- Throughout the meeting the topic of increasing the membership and restoring the reputation of the club were deemed paramount. Guiding principles included but not limited to: empower members to contribute in the manner they choose, establish committees whenever possible to allow for greater breadth of ideas and participation, provide a clear and fair dispute resolution managed within the club, participate in the annual SCW Newcomer's meeting, provide a roster of all club members with opt-out provisions, update the member handbook and provide for easy access, use new and

existing methods for publicizing the entirety of the season, reaching out to other SCW chartered clubs and other community organizations for possible collaborations.

Additionally, Jim received the Treasurer's records from John Hobold and the Secretary's records from Tammy Wells. The CR5 was completed and submitted to the Rec Center which, when acknowledged, will allow Deb to act as signatory for the financial accounts. Jim asked that as many board members as possible participate in the Newcomer's meeting on October 22 (set-up at 3:00, concludes at 6:00, Tammy organizing). It was affirmed that going forward skits may be performed with 'script in hand' and member authored presentations may be considered (stay tuned).

In closing, Jim stated that he will take contributions from the floor during the meeting when they contribute to the topic being discussed.

Next Meeting: October 14 at 10:00 in the Kiva Room. Board members are asked to be prepared to discuss the progress on their respective initiatives, term limits for board members and the establishment of a bylaw revision committee.

Adjourned at 3:43 P.M.

Respectfully submitted by Suzanne Graf