

Board of Directors Meeting
July 15, 2010
Minutes

Present at the meeting: John Charron, Jon Martin, Doris George, Dee Dee Pitcher, Maye Hart, and Kate Mara. Guest: Jan Pinard.

The meeting was called to order at 7:05 pm.

The first order of business was to elect new officers for the coming year. The Board elected the following unanimously:

John Charron, President
Kate Mara, Vice President
Doris George, Treasurer
Maye Hart, Secretary
Dee Dee Pitcher, At Large
Jon Martin, At Large

The Secretary's Report from the Annual Meeting was accepted as amended.

The Board then entered into a discussion of the financials. The bank statement totals differ from the account ledger totals. John has contacted the bank and has met with them. Doris George asked that an audit be made prior to turning the books over to her. It was agreed that John Charron would contact an accountant as soon as possible to have the books audited, dependent on the cost.

Dee Dee Pitcher reported that audiences have been sparse at Steele Hill, and that the first show was cancelled. She reported that Steele Hill has not helped at all with publicity of the show, and that she will be speaking with Larry Mossbrucker from Steele Hill about that issue. The publicity committee has been active with posters and press releases. It was agreed that we would be asking for a contract with Steele Hill next year, with either a minimum per show and/or an increase in our cut of the gate. It was also agreed that the Board would be re-evaluating our commitment to Encore and Steele Hill, dependent on audiences this year. It was also agreed that we would begin to look for another venue for this show. Dee Dee also reported that there were only ten reservations for tomorrow's Old Home Day Show. Doris George will be doing box office, Kate will be helping her.

John Charron reported that the Northwood Theater Workshop (NTW) show has been auditioned, but he had no additional information at this point.

Jon Martin reported that all is going well with Hello Dolly. He has a crew and only needs a producer. Dolly will be appearing at the Old Home Days Parade tomorrow as a promo for the fall show.

Maye Hart reported that she is closer to finding a show for the Children's Theater Workshop, but has not decided yet on what that will be. State Fair is not available for kids yet. She will have more info at the next meeting. John asked if there was any consideration about doing a non-musical for the kids' show, and Maye responded that the cast would be smaller and therefore the income from the show would be smaller, but that perhaps the Players could consider a kid's straight show in the future, perhaps in the summer.

The Board has no proposal for the Christmas Show at this time. Maye will put an announcement in the newsletter seeking proposals.

There was a discussion about Community service and attracting kids who need community service hours to the Players. Maye will add that to the newsletter this month.

There is no information about the spring show. John said he might do a comedy, but he hasn't found one yet, and Ernie might have a proposal.

We have no info yet on the NTW spring show. The Board discussed the need for a contract with NTW as well as keys, access, box office share, and the length of the trial period. The Players will receive 30% of the box office. The trial period will be until next September.

Jon Martin reported that the forms for the tax exemption for the Town have been filed and completed. He reported that our NH Charitable Trust filings may not be up to date. Jon will check with the Charitable Trust office to find out what we need to do.

Dee Dee Pitcher reported that the membership list is almost up to date; she needs another week to finish it. She asked that directors give her cast lists of the most recent shows for further information. She also asked for a list of current advertisers. Jon Martin will give her a copy of the balloon rally advertising brochure for further reference.

Maye Hart discussed some fundraising ideas. Kate had already come up with the idea of getting local companies and banks to sponsor a portion of the costs for each of our shows. Maye talked about having a food festival, with local restaurants and food purveyors coming together in Pittsfield for an evening event. We also discussed doing a group night at Unos or Pizza Hut, where a portion of the bill goes to the Players. Maye will ask for other fund raising ideas via the newsletter, and for volunteers to work on fund raising committees.

Jon Martin reported that Rotary cooking is down to 20 people each evening that we cook. We will be cooking Wednesday, July 21.

Jon Martin reported that we were up to date now with the fire department, although he did not have an occupancy permit in hand. He thanked Jim Hart for labeling the electrical boxes, per the fire department's orders. All the other items they cited us for have also been fixed. Maye Hart reported that Carole McGuire, local state representative, was doing a study with a committee of local fire and building codes and enforcement, and that she would contact Carole to see what the study was about and how it could be advantageous to the Players.

Maye Hart reported that she has done two newsletters in the past two months, and asked the Board whether they wanted to continue monthly newsletters or cut back to quarterly issues. The Board decided that we would continue with monthly newsletters, except for August.

It was decided that, since we no longer had a building maintenance person, the director of each show would be responsible for supplies of paper towels, TP, garbage bags, etc. Maye brought up the need for snow removal during the weekend, and it was discussed that we might pay someone per storm to clear the sidewalk and the alley.

The Board received a thank you note from PYW for the use of the theater for their annual Fiddle Contest.

Dee Dee has been fielding the messages on the phone and has dealt with them as they came along. We have been contacted by ticket leap regarding new features. Dee Dee will contact that person and ask her if she can come to meet with the Board to instruct each of us in how to manage ticket leap.

John Charron brought up the Annual Meeting and Maye's awarding of Dame Awards after the Board had agonized over whether to do away with them or continue them. Maye pointed out that many of the members feel that Dame Awards should be revisited. It was agreed that the Board would take up this matter at another time.

Kate Mara asked for a volunteer to handle next year's float for Old Home Day. Jon Martin will head that committee.

John Charron will contact Jonas Glidden in regard to selling ads for the program so that we can have those ready for the fall show program book.

The Board agreed to work together to revise the Production Manual.

It was agreed that minutes of our meetings would be posted on the website in a discreet place.

Maye asked that the Treasurer's Report be printed monthly in the newsletter as soon as the accounts are reconciled as a method of showing our membership how much we do with how little money, and as a fund raising method.

The meeting adjourned at 9 pm.

Action Items:

John Charron will contact an accountant regarding and audit of the books.
John Charron will contact Carol Neveax regarding NYW shows.
John Charron will contact Jonas Glidden regarding ad sales.

Dee Dee Pitcher will contact Larry Mossbrucker regarding publicity of Encore.
Dee Dee Pitcher will contact Ticket Leap.

Jon Martin will contact NH Charitable Trust to determine Players' status.

Maye Hart will contact Carole McGuire regarding State study of fire and building inspectors.

Respectfully submitted,

Maye Hart, Secretary