

Board of Directors Meeting Minutes September 23, 2010

Present at the meeting were John Carron, Kate Mara, Dee Dee Pitcher, Jon Martin, Doris George, Maye Hart.

John Charron called the meeting to order at 7 pm.

The Secretary's Report had been sent out to members of the Board for corrections and comments. John Charron asked that the Board members be prompt in approving the minutes so that they could be posted on the website. A motion was made by Jon Martin to accept the minutes, Doris George seconded, and the motion passed.

Doris George then presented the Treasurer's Report from July to September. Kate Mara made a motion to accept the report, seconded and approved. The Board signed off on the expense tracking form.

Jon Martin will follow up with Rotary on payment to the Players' for their work at the Balloon Rally.*

A discussion was held about the finances prior to July and actions the Board will take to straighten out the situation.

Dee Dee Pitcher presented an income and expense report for Encore 2010. The group made \$1800 over the summer. A discussion ensued as to whether it was worth doing Encore for just \$1800, and Dee Dee felt that it was. The Board talked about dealing with Steele Hill next season, Maye volunteered to produce the show and deal with Steele Hill. We also discussed guests for the Old Home Day show.

Jon Martin reported that Dolly was going well, and that more men were supposed to arrive for Sunday's rehearsal. Gay Ann Cooney will be handling tickets, Bea P. will be House Manager, publicity is coming along. The show runs the second and third weekends of November, with two Sunday matinees. They are thinking of offering group and senior discounts. The Board discussed box office duties. Jon Martin will send cast updates to Maye.

Maye Hart reported that she has chosen a show called Space Pirates for the Kid's Theater Workshop. It is a take-off on science fiction shows and will have parts for many kids of all ages. Maye will prepare a budget sheet for the Board.*

Maye Hart will scan a Xmas script and send to other members of the Board.* We still need a director for this show.

There was a discussion about the spring show and whether it should be a comedy or a drama. The Board voted unanimously for a comedy. Maye asked if we could find something a bit more classic for that show and it was agreed the Board would work on that.

The Northwood Theater Workshop show will be The Odd Couple, male version.

Doris reported that she needs more information in order to file a tax form that is due in October.

Dee Dee presented a membership list, not including businesses. Some names were missing addresses. Maye and Dee Dee will coordinate on business list and membership list.*

Jon Martin needs a copy of a membership form from Maye.*

The Board gave permission for Maye Hart to communicate with Jeff Gregoire, copying John Charron in any emails.

We have been granted an occupancy permit for the fall, next one will be needed for 2011.

Newsletter is scheduled to be produced the third week in October to coincide with tickets going on sale for Dolly.

The volunteer group from District 8 should contact Jon Martin regarding painting the front of the theater.

Maye Hart brought up the calendar on the website and asked that other members of the Board use it. She will have the webmaster send instructions to the members on how to use it.*

Doris George has received the new insurance policy from the Paige Agency with the changes the Board made at the last meeting.

Jonas Glidden will be unable to sell the ads for the program book this year, so the Board will divide up the clients and sell the ads. There was a discussion of the cost of our ads and it was decided to keep the rates the same. Jon Martin will be in charge of the program printing with Granite Image.* Jon will also get a Rotary Balloon Rally ad book copy for us to use.* Kate will make copies of the ad forms.*

Kate would like to purchase some lights now that we have all of NTW's lights. Jim Hart will assess the light situation and get back to us as to which lights we can sell and which ones we should keep.

Maye Hart brought up membership in the NH Theater Association, and it was decided once again this year to pass on that membership.

Jon Martin is missing items loaned to Pittsfield Middle High School, and he will call Sue Hipkiss regarding those missing props and costumes.*

The meeting was adjourned at 8:25 pm.

Respectfully submitted,

Maye Hart, Secretary.

*Indicates action steps.