

**Board of Directors Meeting**  
**September 15, 2011**  
**Minutes**

Present at the meeting were John Charron, Doris George, Maye Hart, Jon Martin, Dee Dee Pitcher, Kate Mara, Carole Neveax and Geri Veroneau. Jen Kearns was a guest.

The meeting was called to order at 7 pm. John asked if there were any items to be added to the agenda, and Kate said that we were doing to talk about a magician and it was added to the agenda.

The Secretary's Report was next on the agenda. Maye said that Kate had pointed out an omission of the discussion about Andrew Pinard's magic show, but that she couldn't remember what the disposition of that discussion was. Kate said that it was left that she would contact Andrew, which she had done. Maye said she would correct the minutes to reflect that change. Jon Martin made a motion to accept the minutes as corrected, Doris seconded the motion and the motion passed.

Doris then submitted the Treasurer's Report. She talked about how much stuff is donated to Rotary Dinners from our members. She read a thank you note from Andi Riel thanking us for participating in Old Home Days with the Encore show and for signing on to lend them the theater in case of rain. Maye made a motion to accept the Treasurer's Report as submitted, Kate seconded and the motion passed.

The discussion then turned to the Christmas Show. John informed the Board that we did not have funding once again this year from the Sanderson Fund because we didn't get the paperwork in on time. He then said that we now had the choice of not doing a Christmas Show or doing one and charging a nominal fee for tickets. Maye asked if we were out of the funding for good, and John said that we just had to apply in time. Kate asked when the filing period was. John said we had to talk to Ms. Marston at the Town Offices to find out that information. Kate wanted someone assigned to contact Carol Marston. Jen Kearns volunteered to contact the Town Office to get the information for us to fill out for next year. Dee Dee said that she was working with Meggin on some ideas for a show, but then Kate wanted to do a show, so she didn't know what was happening now. Kate said that she just wanted to make sure that there was a show done, not that she had to do it, but she would if no one else was. Jon said that Meggin said she didn't want to do anything for Christmas, but Dee Dee said that Meggin just didn't want to direct it. Kate asked what the idea was and Dee Dee said it was a play type program with music, but then said that when Jon called and said Kate had an idea, Dee Dee said that was fine.

Kate then said that first we needed to make a decision as to whether we were even going to do a Christmas Show, and if we were going to do something her idea was to put together a bunch of acts, but that she wasn't sure what the next few months were going to look like for her. Dee Dee said she wasn't sure how many paying people we were going to get around Christmas time. John said that we need to have a concrete show to apply for Sanderson money and give them a budget so we have to have something in mind even for next year in order to apply for the money. Maye agreed with Dee Dee that it would be difficult to have people pay for a Christmas Show and that it was really always meant to be a gift to the community. Geri asked if the churches did anything and John said that we've tried to tie in with them in the past but that they don't do anything at Christmas. Jon said we tried an ecumenical choir show and we only got one response from those we talked to. Dee Dee suggested a group of the Players get together to go caroling as a gift to the community. Dee Dee made a motion to table a Christmas Show until 2012 pending funding from the Sanderson Fund and Kate seconded the motion. Jen asked if we could find other sponsorship, such as Globe Mfg. and John said that they wouldn't sponsor Man of LaMancha, so he didn't think that they'd sponsor Christmas. John then restated the motion and the motion passed unanimously.

John then reported that Man of LaMancha was up and running. He reported that there would be a production meeting the following evening. He also said that he had some of the musicians lined up and that he was off to a good start.

Maye reported that she had really not made any further progress on State Fair, Jr. She said she didn't want to license it right now, because she'd have to pay for the package and that it might be good to have some more money in the Treasury before she did that. John asked how much the licensing would be and Maye said somewhere around \$700 to \$800 for the package.

The Board then discussed the Spring Show and Mal Cameron's proposal to do Proof. John said he thought that advertising would be key to making it a success and Maye agreed. John said he thought we should give it one more try with a drama and that he was not interested in putting up a comedy right after Man of LaMancha, so Proof would take the place of that comedy. Maye recommended that we try a drama again and that we take the chance and pledged that she would give her all as Publicity Chairman to publicize it and advertise it to make it a success. Maye also said that she had proposed To Kill A Mockingbird, but that she couldn't do it in the early spring because she's away for the month of March. She could do it after that. John reminded her that the slot in late spring was for NTW and Maye said OK. Kate then asked if we could flip the slots with NTW and then Maye said that Carole and she were working on a dinner theater project and that they were going to slot that for January and so she couldn't see herself doing the Kid's show, the dinner theater and To Kill A Mockingbird, but that she wanted to keep To Kill A Mockingbird on the back burner for a drama.

Kate said that she thought that we should support drama, but that she's talked to others who've seen the movie and they all felt that it was a total drag. Dee Dee agreed. Geri said that she thought Proof would be a really good Halloween type show, and that maybe we should consider doing a show like that for Halloween and then doing a big show for Christmas. She said that when NTW did The Crucible it was in the fall and they did very well with it. Jen said that she's seen the movie Proof and she thought it was boring, and she wondered if Mal would consider doing another drama, not Proof. The Board said that they had asked him that and that he was stuck on Proof. Dee Dee said she didn't think that Pittsfield was a good venue for Proof. John said we needed to have a motion as to whether we were going to move ahead with Proof or not. Jon Martin made a motion that we do Proof, and Maye seconded it. The motion passed 4 to 2. John will notify Mal of the Board's decision.

We then went back to the Christmas show, or a chorale group for caroling. Jen said that the Scouts in Town do caroling, and it might be like stepping on their toes. Dee Dee said it might not have to be at the tree lighting. Maye said she thought we should leave well enough alone and get our act together for next year. Maye moved that we table the Christmas shoe until next year, seconded by Jon, and the motion passed.

Maye reported that membership was up with 120 newsletters mailed in September. She wanted to know if everyone got their newsletter with the membership cards because she hadn't gotten hers yet. Kate had not gotten hers yet. Maye said she thought she had the wrong zip code on Kate's address and that she would change it to 03258. Doris asked if Don Tyler got a newsletter and Maye said she'd add it if someone would give her the information.

We then discussed fundraisers. Maye said that she had talked to Lorrie Ambrose about using Dominic's for the pie fundraiser and that we were all set for the Tuesday before Thanksgiving. Lorrie and Dom are on vacation that week but she has to do her baskets so she will let us in for our sale. Maye said it will be from 9 am until all the pies are sold. Lorrie will advertise on her signboard. Jen asked if we would pre-sell the pies and Maye said we could. Maye said right now she was gathering pie makers and she hadn't yet worked out what kind of pies. Jon asked if we could put a pre-order phone number to call in the newsletter. Maye said that Lorrie and she had talked about pre-ordering because Lorrie had done it before for mums and her experience was that you didn't sell that many more with pre-orders. Carole said that folks get busy at that time of the year and someone could order pies that we hold onto and then not show up to pick them up. Maye said she wanted people to come and pick up the pies at Dom's and so if someone pre-ordered they have to be there by noon to pick them up or they'll be sold. Maye said she was just trying to sort out the pie makers and that she'd deal

with who makes what kind of pie after that. John asked how much we charge for a pie and Maye said it would depend on the size of the pie. John said we could maybe buy pies from the hospital and then turn around and sell them at our sale, but Maye said she wanted home made pies. There was also a discussion about what types of pies would be offered and whether orders for certain types of pies would be taken. Maye said that the pie makers might prefer to make certain types of pies and that she would leave that up to the pie makers.

Kate then brought up the idea of a band night and said that she talked to many kids in the teen age range and they said that they would not be interested in doing an acoustic night, but wanted an electric night. But she said we maybe we could do another acoustic night, maybe in the summer, for that type of musician. She said that the teens suggested that we limit the band's obligation to 15 tickets apiece, the bands play for ½ hour apiece, that we start at 7 pm and maybe go to midnight or eleven. John asked what the bands were getting paid and Kate said that they just do it for the exposure. Jen said that the bands always want to use their own equipment and it takes time between the acts to break the stuff down and reset for the next band. Dee Dee said that they do this at Ground Zero in Pembroke and the kids are very quick at resetting. She explained that Ground Zero was a teen club and the kids loved it. Kate said that she thought this was a whole new market and that she had asked the kids if they typically saw police presence at the club and they said no. She said we would have to check that out with the local authorities but that this was not a wild group, just kids who played in bands. She also proposed that we do some light refreshments at the event. John asked whether the expectation is that the kids sit in the seats and do nothing but listen, because we have no dance area available. Jen said that the kids don't care about dancing; they just want to play or listen to the music. John said that if we are to do this in January, we have to move on it now. Maye commented that she will be on the stage with the kid's show in January and that she will be doing set at that time. Kate then asked how soon Maye would be on the stage and she gave Kate until the 15<sup>th</sup>, if the band night was to be in January. Kate then said that she would spearhead the project and that she would put together the bands – she already has two that are interested. Carole asked about the cost of tickets for the event and Kate said that they would be \$8 to \$10. Kate said that she would contact Travis Pitcher just to get more information about how it's done at Ground Zero. Jen offered to help with the project. Maye reminded the Board that Pittsfield has a 9 pm curfew for teens and Jen said there was a way to deal with that. John asked that Kate and Jen work together to bring the project to the Scenic.

Maye then talked about the dinner theater that she and Carole are working on for January. They are working together to select a script and then Carole will direct the show and Maye will direct the dinner at the community center. She said they

selected January because it's a dull time of year and folks might be looking for something to do, and she said they were going to pre-sell the tables. Kate said that maybe we could put the teen band night off until March, right after the kid's show. John said that we could make that decision after we get the bands signed up.

Kate then presented a proposal by Andrew Pinard to do a magic show as a fundraiser for the theater. He's proposing February vacation as a time to do the show. He also has a whole list of suggestions that he has put together about dealing with the complexities we face. He would be willing to talk about splitting the gate with us. He has several shows that he can do and he provides all tickets and posters. John said that we had to be careful about time slots in March if we were going to do the band thing and Andy Pinard and Proof was coming in also. Kate said that we needed to be flexible about sets, especially if we're fundraising to help pay for a drama. Jen said that she had gotten a grant through the library to fund Andy Pinard's show and that they didn't get any more than 20 kids at the show and the show was free, so she wondered what market there was for Andy's show. Maye said that we have done Andy's show before and, while he's a good magician, the last time we did it the show didn't sell well. She said maybe February vacation, during Winterfest, it might be okay if it was tied into Winterfest, as a sponsored function, and we take the risk. She said that he's going to need someone to coordinate set, lights and effects, because he's asked for someone for technical support. John suggested that we contact Andy and have him come to the October meeting. Maye asked that she be able to read his proposal in more detail. John then proposed that we table the issue until we can talk to Andy, and it was agreed that Kate would get a copy of Andy's proposal to all the members of the Board before the next meeting. Kate brought up an idea for selling bark mulch as a fundraiser and Kate will gather more information about that for future meetings.

Kate asked if Maye had contacted Dianne Reuffert and Maye said that she had not done that yet, but would. John asked Jen if we were still on for the Fiddler's Contest and Jen said that was still good to go.

The subject then turned to the fire inspection. Jon reported that Ernie had fixed the emergency light as the fire chief had requested, but said that there was all this material blocking the stairs to the lighting booth that the chief objected to. Geri said that she had moved the material temporarily and Jon said he would put up a sign that said not to block that door, as that was a major issue with the chief. There was also an issue about fire extinguisher inspections because John Maddox has not been doing it regularly and it's supposed to be done monthly. Maye said there's a company that inspects fire extinguishers. Jon said that was for the yearly inspection, but that we have to check them monthly ourselves. Jon

suggested that we rotate that task, but John felt that it was better to have one person doing it all the time. Jon then said that we could do it at the monthly meeting, when we're in the building. Jon said we have to report to the chief as to what we're doing to inspect the extinguishers. Jon also said that John Maddox had ordered the doors for the side and that he hoped that by the next meeting that project would be complete. Jon also said that John Maddox would be checking the heaters and getting them in shape to run.

We then talked about the alarm difficulties and the phone. Jon said that the alarm is working, but that it was doing off at odd times. The problem is with the phones. The phone company came and left a note saying that all was fixed, but we still don't have a dial tone, so it's not fixed. So Jon will call them again. Dee Dee said you could call the theater and the answering machine would pick up, but the phone isn't working. We then discussed whether the phones are just old and need to be replaced or whether there had been a lighting strike that shorted out the line. John said there could be a problem with the line coming into the building. Jon also said we need to change the message and that the instructions were downstairs. Jon said we needed to do this right away per the fire chief. Dee Dee then said that when she came to the theater on Tuesday the doors were wide open on the right side. Maye said that perhaps we didn't latch the door when we closed it and then the wind could have opened it. It was agreed that we would all be more careful to lock and latch the doors. Jon also said that the fire chief needed an on call list of who to call in an emergency. It was agreed that John would be first, then Jon, then Maye, then Dee Dee. He needs name, address, telephone, and all phones numbers to get in touch with the people. Dee Dee asked if there was a code for the alarm and John said that we don't have one because we've never activated the alarm. Maye said that if no one can figure out the phone to call her and she would have Jim come down and solve the problem, and it was agreed that Jon would let the fire chief know what we were going to do to fix the situation.

Jon then asked that we set up a two year schedule for shows and lock them in ahead of time. He said that many other theaters do it and that they're way ahead. John said we need to have a format to do that and, without that, we have no clue what we're doing and that we also have to figure out where NTW fits into the schedule. John said that Jon should come up with a format and Maye said that she would help. She then talked about about the musical that she would propose and that Dee Dee had a proposal too, and that for the comedy and drama, then we as a Board should read plays, take one meeting each year to set the schedule, and find directors. John and Dee Dee both felt that it wasn't that easy. So a subcommittee of Jon, Maye and Carole was formed to figure out a format. Jon said that a plan should have set build dates and set strike dates so we would know when we had an opening to slot other things in. So the subcommittee will report back to the Board with a format.

A motion to adjourn was made by Dee Dee at 8:40pm, seconded by Jon and the motion passed.

Respectfully submitted,

Maye Hart, Secretary