

Minutes for ART Board Meeting October 11, 2011

Before beginning the meeting it was brought to everyone's attention that the meeting must end by 7:30 pm at which time a previously scheduled rehearsal of Oleanna was to start.

The meeting was brought to order at 6:05 by vice president Bobby Jones. Present were board members: Bobby, Samara, Jerry, Karelisa, Angie and Esther. Guests: Ted Lewis, Aran Graham and Jacqueline Hixon.

Minutes were approved as submitted.

Treasurer/financial report: Current balance \$529.76. It was noted that \$600 needs to be kept in reserve for Galileo in Gainesville as it was a targeted donation. There was not a report on Hunter Gatherers as all checks have not yet been deposited. It was noted that money was still being used to pay down royalties as noted at the last meeting. The financial report will be distributed with the minutes at the next meeting.

Ted Lewis gave the report from the Play Reading Committee. They met once and set up some criteria for future ART seasons. The recommendation was for 6 mainstage events in the regular season with other events, such as a youth production, added but not part of the regular published season. The committee has worked on a form to be distributed to possible directors.

It was noted that while it is desirable for directors to work as an AD at the ART before directing, there are many experienced directors in the area that may not need this experience. It was noted that potential directors need to have an in-person interview and presentation outlining what they intend to do for promotions and production needs. They need to know how difficult it is to work in the limited space. Aran pointed out that directors need to know early what their budget will be and what the royalties will be for their proposed piece.

Forms for directors will be posted on-line.

Play Reading will begin in January. Committee will be looking for a balanced season. Will be considering plays with no royalties such as Shakespeare or Gilbert and Sullivan.

Ted suggested our grant writer, Nykki, talk to Carol Valasquez about possible grant opportunities.

Facilities Report: There were 138 volunteer hours in September—not related to rehearsals. Fire extinguishers have been purchased, thanks to Samara, so the theater is up to code until September, 2012. Aran requested \$75 for paint and rollers needed to re-paint the stage. Bobby made motion for approved, Angie seconded. Passed.

Aran suggested that comp tickets be given to new volunteers—one ticket for every 2 hours of work for up to two comp tickets. This was referred to Jerry to work out the details.

Aran plans to bring in a volunteer rigging engineer to assist with lighting needs.

Aran will continue to explore handicap parking space.

Samara moved and Jerry seconded that the ART Board meet at the library until February, 2012 and then in March and from then on the Board meet at the theater with Board getting precedence on the second Tuesday of the month in scheduling. Passed. The Foundations Room at the Main library downtown has been scheduled for November and December from 6-8 pm. Only two months at a time can be reserved. All meetings will be open to the public.

Report on Oleanna: There will be a promotions meeting at the theater at 6 pm Thursday, October 13. Aran noted that posters and flyers are now available. According to Aran the play is ready to go!

Aran moved that instead of a 50:50 raffle we raffle off comp tickets to a future show. Karelisa seconded. Passed.

Samara moved and Bobby seconded that Aran run the box office for the run of Oleanna. Passed.

It was suggested that the Board solicit items to be raffled off at performances. This was turned over to the fundraising committee.

The email addresses from all the volunteer sheets and surveys need to be compiled. Ana says she has the addresses and has put them into categories. It was suggested that all Board member should have access to the lists, but only one person would manage the list. All messages sent out to the list would first be channeled through the list manager who would review it for appropriateness. Right now that person is Ana. Samara volunteered to do an ART newsletter for two months after which another volunteer will need to step forward.

Fundraising Committee: Angie is planning to send out letters soliciting funds. Ana will help Angie with the November fundraising program which will focus on the Latino community.

Bobby states that the Sunday rental has been canceled because the people involved have not communicated back to him, as requested. The fundraiser events for Oct 14 and 15 are still going forward as planned.

Liaison needed for Christmas from Heck. Bobby moved that this person be Jerry and Samara seconded. Passed.

Policies and Procedures: Ana handed out her drafts. Will take revisions by email. Needs to add facilities to the job descriptions.

Strategic Planning Committee: This committee is just getting started and will have another meeting this month. Report by Bobby.

ARTis: Samara—need help. Maybe Karelisa can help with curriculum. Need more bodies on their committee.

Promotions/website: Bobby reports that our site was hacked. There was no financial info on it and he does not believe it will cause problems. He has changed the passwords. It was suggested that Norma Berger be asked to be the facebook account manager.

Some time was spent at the end of the meeting to recognize and honor Esther Biggs for her many contributions and years of work for the ART. She will be greatly missed. She introduced Jacqueline Hixon who is interested in being a part of the Board and possibly treasurer. She was unanimously voted onto the Board. The meeting adjourned at 7:40 pm. The next meeting will be held November 15 in the Foundations Room at the Main Library at 6:00 pm.

Respectfully submitted,

Sally Kimberly, secretary