

TAWAS BAY PLAYERS
BOARD MEETING
January 18, 2017

Members Present: Keith Frank, Pat Casey, Judy Quarters, Chris Mundy (arrived 7:10pm), Susan Duncan, Michal Jacot, Penny Zacharias

Members Absent: Donna Thomas, Sharon Langley

Guests: Laurie Jacot, Stacey Perrot, and Janie Mundy

I. Call to Order – 6:30 pm by President Keith Frank.

II. Comments from the Audience (Not already on the agenda: limited to 5 minutes)

III. Kay Robson – Kay was not present, but had spoken with Keith and requested that memorial funds sent in honor of George be used for TV monitoring of show to dressing room, as that had been a wish of his for some time.

IV. Reports:

- a. Secretary: Sue presented minutes from November 22, 2016 meeting. Motion to approve by Michal, second by Pat with no changes/corrections. Unanimously passed. (Note the December 2016 meeting was cancelled.)
- b. Treasurer: Pat presented a report covering November 22, 2016 to January 18, 2017. Motion to accept as written by Sue, second by Michal. Passed unanimously.
- c. Correspondence: Judy reported little mail other than memorial funds dedicated to George Robson or Deb DeBois.
- d. Membership: Tabled for lack of info and lack of June.
- e. The Spitfire Grill report: As veteran and county special services offices have been working with director Carol Kushion to provide info to our audiences through this play's story, the producer proposed we invite to them as guests for dress rehearsal. The

Board agrees to honor their involvement and requests only that a list of names be provided to the ticket booth.

IV. New Business

- a. Confirmation of January 10 Email vote for additional AACTFest expenses for Love, Loss and What I Wore was brought forward for vote. Motion to confirm by Michal, second by Sue. Unanimously passed.
- b. Ticket Booth Crew is changing hands with volunteers, Nadeen O'Meara, Pam Koepke, Laura and Penny Zacharias and Shelly Crossley as well as newcomer Martin Powers offering to learn the system. A January 28, 2pm training will take place thanks to Judy Quarters generosity. It is necessary for Martin to first become a member to be involved.
- c. Building Rental/Use requests:
 - i. Gabrielle Morris Wedding: Summer of 2017 – denied with regret, but unanimously, not theater business.
 - ii. Heritage Coast Sailing & Rowing Mackinaw Boat Symposium: June 9, 2017 (afternoon) – Not theater related, either, denied unanimously.
- d. TBP Play Reading Committee Recommendations – Summary of a number of plays given out by Michal for Board perusal..
- e. Producer/Director Gifts – Are they legal for a non-profit to give? As the thank you for service is a gift card or gift certificate, at this time the Board will continue to continue the practice.
- f. Women of Lockerbie Collage from AACT Fest 2015 – Janie Mundy will put this together, using a slightly different format/frame than usual.
- g. Security Cameras – Recommendation for a camera security system were discussed. Also, new solid doors/ and framing (kitchen door) would also increase building security. Pat reminded us that a door lock will be purchased to replace one owned by Barb Hunter which was used to replace the faulty lock on the kitchen door in an emergency repair.
Cameras issue needs more research, and consideration. - Tabled.

h. Stage Construction/Tear down: A motion to annually purchase new screws of various sizes, (1", 1.5, 2, 2.5 and 3" in tubs of 5 lbs. each) with Hex or square heads was made by Chris. Second Michal. Unanimously passed.

i. Dressing Room Use – Women in the cast would like to use the make up room for changing clothes. A sign will be posted when the door is shut cautioning those desiring entrance, to first knock then wait for an okay to enter.

j. Newsletter Deadline – February 10, info on following to Pam!

i. Obituary for George – will Barb Hunter will write it?

ii. Singers article

iii. Murder Mystery Wrap up

iv. Cast list and info about Spitfire Grill

V. Old Business

a. Women of Lockerbie Collage –See above.

b. Rating Shows – Spitfire Grill was rated PG -13 by the director, Second Samuel and Greater Tuna will most likely also be PG 13. Future labeling may be done at season selection time.

c. Policy & Procedures Manual - ????

d. Job Descriptions – Although the recently adopted flow chart helps direct questions and responsibility, a more detailed job list would be welcome. Michal may have an old version from which to proceed.

e. Audience Survey Form: Sue shared the latest version, which will be given a trial run at dress rehearsal. If successful it will then be offered at every performance to follow in this season.

g. Alcohol Policy - ???? Post it?

h. 2017 Murder Mystery Dinner Theater: Michal and Sue – all the plans are in place, good cast and ticket sales in progress.

i. CCTV: Pat reports that Dave at Camera World suggests an ip camera, with only one wire to run the AV to the dressing room.

j. New Doors: Pat is investigating; Chris suggests checking for a donation from Home Depot.

k. Items from Annual Meeting

- i. Refreshment Room Plaque for June: Update - Tabled
- ii. Founders Recognition Plaque: Marjorie Meiswick, June Hudgins, Vincent Weiler, Anne Dunham Williams, Gordon & Mary Dunham - Tabled
- iii. Memorial Bench: More info is needed, for example Pat saw a suitable four foot bench at Treasures Forever for approximately \$400.00, although a slab foundation would still be needed. Discussion is on going about placement, as well.
- iv. Modular Curtain System: Jeff Chadwick - Tabled

VI. Last Minute Agenda Items

- a. Motion Light for Cast door discussed.
- b. Scholarship application form – discussion of changes, tabled.
- c. Motion by Michal that TBP After Hours performance be dropped. Second by Pat. Motion rescinded at this time.

VII. Adjournment

Respectfully submitted,

Sue Duncan

NEXT REGULAR MEETING

February 28, 2017 6:30 pm at the Play House