

# Tawas Bay Players Board Meeting Minutes

March 29, 2022

**Present In-Person:** Keith Frank, Laurie Jacot, Judy Quarters, Chris Mundy, Penny Zacharias, Stacy Perrot, Jolene Grusecki

**Present Virtually:** Pam Koepke, Pat Casey

**Absent:** None

**Guests:** Michal Jacot, Jeff and Brenda Chadwick, Alan and Tina Dalton, Suzan Nemeth, Anne Williams, Ray Skiver, Sue Duncan (virtually)

**I. Call to Order:** The meeting was called to order by President Keith Frank at 6:30 PM. He welcomed all the visitors.

**II. Comments from the Audience:** none

## III. Reports

**A. Secretary's Report:** Penny motioned to approve the February minutes with a second by Judy. The motion carried.

**B. Treasurer's Report:** Judy motioned to accept the report as presented with a second from Chris. Motion passed.

**C. Correspondence:** A program survey from Catch Me If You Can was received. It was a positive response to the show and welcoming us back after the pandemic.

**D. Professor How Could You report:** Barb Hunter and Adam Davis have double cast the show due to conflicts with school events. Rehearsals have started and are going well.

**E. Membership :** 112 currently

## IV. New Business

**A. Theater use:** Friends of the East Tawas Library (FOETL) have requested the use of the theater on Thursday, May 26 for their Cabin Fever Series. This program is a Holocaust Survivor. Upon Keith's recommendation, Jolene motioned to approve the request and to establish the policy of whenever a local non-profit organization requests the use of the theater for a one-night venue and they are not charging an admission fee for the event, we waive the user fee as our contribution to the community and the event provided that they do not require the use of any of our equipment, lighting, sound, etc., nothing other than house lights and stage work lighting. They must also comply with all of our other existing building use guidelines. Laurie seconded. Motion carried.

**WE Players:** They have asked to use the playhouse from the evening of August 1<sup>st</sup> until August 7<sup>th</sup> for their performance of Orphan Train. Jolene motioned that the We Players be allowed to use the theater for Orphan Train with a minimum reimbursement fee of 10% of the ticket sales to offset our building costs. Chris seconded the motion. Motion carried.

Publicity will list that TBP will host the production. Someone from the WE players will meet with Ed Krebs on the lighting system.

**B. Bathroom ceiling repair:** Keith got a quote of \$550 from Mike Parnicky to remove and replace damaged sections of wallboard in men's restroom. Chris motioned to have this repair completed at a cost of \$550. Judy seconded it. Motion passed. The Board also asked Keith to get a cost from Mike to repair the women's bathroom at the same time. Mike's quote was an additional \$150.00. This amount was unanimously approved by the Board via email on March 31, 2022.

**C. Membership Drive (CTAM Zoom Meeting):** Several members from CTAM will meet with us via Zoom to share insights on recruiting and retaining active members. Monday, April 25<sup>th</sup> at 6:30 PM is the date the Board decided on to have the meeting. Sue Duncan is setting this up for the Board.

Sue also suggested a cleaning Bee at the theater on April 30<sup>th</sup>. She will get back to us with a set time.

**1. TACC Business After Hours:** Chamber has asked us to host an After Hours at the playhouse. Keith stated that we would need an all hands on approach for this event. It would get other people in the building. We would need to provide refreshments and have Board members there to answer questions/ give tours. Keith suggested that we host one in the fall.

**D. Fundraisers:** Michal suggested several fundraiser ideas that he and Laurie had brainstormed. These included a Trivia Night, A Murder mystery evening at theater, Junk in the trunk, a craft show, a carhop night in parking lot, and hosting local bands (professional or locals). Janie Mundy had thought of hosting a comedy night. Keith let Michal know that the K of C was interested in co-hosting a mystery evening at Rushman Hall.

**E. Director/Producer List:** Michal and Laurie compiled a list of directors and producers going back to 2008. It is not complete but at least suggestions will be available to Board and new directors. Michal said he would keep this updated as necessary. Laurie will email this list to the Board members and post in the kitchen at playhouse.

**F. Family Fun Fair:** Judy got us a booth at this event. Barb and her teen cast will be doing rock painting with kids at the event. Laurie and Judy are working on a mask craft that has information about our group as well as the WE Players. If interested in helping, it is April 23 from 10-2.

**G. Play Budgets:** Our current established limit of up to \$100 that a director could spend on a show without Board approval. Keith feels that with our current financial situation, we need to continue to implement this policy but increase the amount due to inflation. Judy motioned that the maximum spending limit per show be increased to a maximum of \$500 before needing Board approval. Jolene seconded. Motion carried.

**H. On the Stage:** Stacy was unable to have her phone conversation with the representative from On the Stage. It is a theater management software program. Stacy will send Board members links to view before next meeting. We can discuss if we wish to pursue this program further at that time.

**I. Table Request:** Sue Duncan would like to borrow some tables for the Birding Festival in May. Request approved.

## **V. Old Business**

**A. Refrigerator:** Jolene motioned to purchase a refrigerator from Cole's Appliance with a maximum price of \$575. This could be cheaper if an ad exchange can be worked out. Chris seconded the motion. The motion carried.

The old refrigerator will be moved to Chris's house and Consumer's Energy will pick it up there. We can then get a \$50 refund in return. Due to rainy conditions on the day of delivery, Keith took the refrigerator to his mother's garage. Consumers will pick it up there.

**B. Advertising:** Keith met with John Carroll. As we know, he gives us the equivalent of a \$600 ad package for each show we do in exchange for a \$500 full page ad in our program. That pretty much equates to \$600 in ads (plus the interview) for \$125 per show (\$500 divided by 4 shows). We spend \$130 with the newspaper per show. Keith and John came up with the following package. For an extra \$100 per show (plus the full page ad) he will continue to give us the \$600 advertising package Plus and extra week of ads announcing try-outs for each show. He will also give us “ad advantage” which means that whenever they have advertising air space that has not been sold, he will occasionally insert one of our ads in that spot (over and above other paid spots). As an option to the interviews before the show, John said we could come in and sit with Kevin during his morning show one day to talk about our upcoming show during his entire program. This would be something we should consider as it gives us more airtime to discuss the show rather than just a five minute interview. So altogether we would be getting approximately \$2500 in advertising (plus the interview/radio show option) for \$400 a year plus a full page program ad.

Jolene motioned to accept the ad proposal. Judy seconded it. Motion carried.

**C. Meeting with the City:** The city wants a meeting when their members return from their winter vacations. Keith stated that he needed to wait until our Board members also returned. The meeting will probably be in late April. Judy and Laurie have volunteered to go with Keith if needed.

**D. Play Presentation meeting:** The Board selected to hold this meeting on April 26<sup>th</sup> at 6PM before our regular Board meeting. Pat will send out information to all the members.

**IV. Last Minute Agenda Items:** none

**VII. Adjournment:** Judy motioned to adjourn with a second from Chris at 7:51 PM. Motion passed.

## **Next Meetings**

Via Zoom April 25<sup>th</sup> at 6:30 PM with CTAM members

Play Presentation /Board meeting April 26<sup>th</sup> at 6:00 PM at the theater