Minutes

of the

Gillette Community Theatre

Meeting Date: Dec. 10, 2014

Start and ending times: Begin 7:25, End 9:31

Locations: George Amos Building

Board Members Present:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name: | Title: | Present/Excused/Unexcused | Term | Mid Term |
| Paula Merchen | President | Present | Elected 2012 -2015 | no1st term |
| Kira Sommers | Vice President | Present | Elected 2013- 2016 | ?1st full term |
| AnDee Steiners | Treasurer | Excused | Ends 2014 | 2nd term |
| Tim Bessette | Past President | Present | Elected 2013-2016 | YesServing 1st full term |
| Sarah Bessette | Secretary | Present | Elected 2012-2015 | No1st Term |
| Dale Bentley-Stillman | Storage Facilitator | Present | Elected 2012-2015 | no1st term |
| Kim Hoff | Voting Member | Present | Ends 2017 | Serving 1st full term |
| Teddi Smothermon | undefined until Jan. | Present | Ends 2017 | Serving 1st full term |
| Michelle English | undefined until Jan. | Present | Ends 2017 | Serving 1st full term |
| Paul Tolman | undefined until Jan. | Present | Ends 2017 | Serving 1st full term |
| Matt Valles | Non-Voting Member | Present | NA | NA |
| Jessica Jassek | Non-Voting Member | Present | NA | NA |

Secretary’s Report

* Motion to approve the secretary’s report as amended by Paula 2nd Michelle

motion carries

Treasurer’s Report

* Loss for year is -3,117.97
	+ There are questions concerning is this the full loss or are there still outstanding bills?
* In future board would like a specific summary for both shows cost and profit as well as checks written.
	+ This will help keep everyone informed and assist with new board members being able to make sense of past reports and see any problem habits to avoid in the future

Committee Reports

* Budget-Kim
	+ Nothing new to report
* Community Outreach-Kira
	+ Nothing new to report
	+ Kim reminded Kira to contact the Yes house
		- Kira will call Dec. 11th
		- Fundraiser for Yes house to run dress rehearsal the Yes House would keep proceeds from that night and would pay for royalties and other costs for running the show that night.
* Workshops-Tim
	+ Need a set calendar for shows in order to continue further planning on workshops
* Play Selection-Dale
	+ So far 4 scripts for musicals from Teddi
		- In addition to the two from Nov. Teddi
			* 101 Dalmatians (use children instead of dogs)
			* Peter Pan
				+ Would not have to fly
				+ WAC has done grants to hire professional groups to come in and help with flying
	+ Dale has a few Murder Mysteries to submit to the committee
		- Dale may want to direct but is unsure at this time
	+ Have we set how many shows we want?-Teddi
		- Decided we want a season of 6 shows
		- Season starts with Musical in August and ends with Melodrama the following June
* Grants
	+ Have heard nothing yet on the Rec-mill Grant
	+ Tim and Sarah are helping Kim with the WAC grant
* Building
	+ Nothing new at this time
* Events-Sarah
	+ Nothing new at this time
	+ Will meet with committee on Wed. Dec. 17th at 7 to start planning the May event
		- Committee will work on the focus of the May event
	+ Fundraising
		- This was decided is apart of the Events committee
			* Send your three ideas to Sarah for her committee to look into email sbessette.cchs@gmail.com
* Marketing Committee
	+ Finished the list of contacts for advertising

Old Business

* Varney the Vampire
	+ Still so many questions
	+ Dale, Kim, AnDee, and Renee all met for a post production meeting
		- Renee turned over enough money for three nights of 50 people
			* There were empty seats so where did the money all come from?
	+ There are some things tools and a few props brought to the high school that belong to GCT. Need to make room first in the storage sheds before they can be put back
		- Is there an inventory of what GCT currently has-Teddi
			* There is for new procured princess items
			* Somewhere there is for the rest but no one knows where the inventory list is
		- Must be stricter with storage sheds
			* Nothing gets taken out unless the storage facilitator or someone they appoint can be there. Same goes for replacing items in the storage shed.
			* Children’s Show
				+ Going good
				+ Parade of Lights

lots of the cast showed up

Between 600-700 fliers were made

* + - * ran out halfway through
			* made them look like scrolls with suckers attached
			* Next time have actors show up a few mins. before hand instead of an 1 ½ hours early
		- Fliers for the show will also be taken to the dance studios around town and Childrens Chorale
* AVA Event- Johanna and Tim
	+ Dressing up for the Oscars and as paparazzo
		- What does GCT get out of it?-Teddi
			* Just our name put out there for a good deed
			* Costume cost covered?
* Spring Award Show
	+ Need to find a focus for the show
	+ Sarah will meet with her events committee to begin planning for this
* Chuckles for Charity
	+ Need a skit
	+ Need someone to plan this still
* American Legion dinner
	+ Need to pick a date and have a few people to help
	+ Paula is organizing this

New Business

* Fundraising in 2015
	+ Need to have more of a plan
	+ What is the end goal how much do we want to make
	+ We decided to aim at having 6 fundraisers a year
* Focus of the board
	+ Going in so many different directions but there is still a lack of a full vision or focus
	+ We are getting our name out there so the community knows us
		- Needs to be more than for getting a building
		- City is looking for us to have a budget and running as a professional group
		- Why the push of fundraising?
			* To help cover the loss of 2014
			* Need to know full loss so we have a fundraising funds goal
* Letting Renee direct came up again
	+ Motion that Renee Fritzen is not able to direct a show in the future for GCT by Kira 2nd None motion died
	+ In future directors need to sign a contract with GCT
	+ Tabled the discussion regarding Renee until we have more information from AnDee
* Booking Dates for our Season
	+ Musical will need to be at a bigger location
	+ Dates
		- Aug
		- Oct
		- Dec
		- Feb
		- April
		- June
	+ Motion that we accept these dates as the show dates for the 2015-2016 season by Teddi 2nd Paul motion carries
* Get an updated contact sheet for board members-Sarah will work on this
* Motion that we adjourn by Sarah 2nd Dale motion carries

 Adjourned at 9:31