



Ankeny Community Theatre

Board Meeting

4/13/2021- 6:30PM

MEMBERS PRESENT:

Jim Leeper, Brad Church, Scott Hamilton, Ali Kirwen, Joe Kirwen, Lisa Gould, Cheryl Clark, Matt Tuttle, Susan Casber, Lauren Mills, Anna Sunstrom, John Claes

MEMBERS ABSENT:

Robert Uy

The meeting was called to order at 6:32 PM by Cheryl Clark.

General announcements

No announcements.

Last Month's Minutes

Brad made a motion to approve the minutes, Lauren seconds. Motion passed.

Treasurer's Report

Anna made a motion to approve the report, Lisa seconds. Motion passed.

Our Amazon Smile account may not be working correctly. Joe is checking to make sure it is up and running.

Committee Reports see attachments for full report details

Building & Operations:

No additional information.

Data Management:

No additional information.

Education:

No additional information.

Finance:

No additional information.

Fundraising:

No additional information.

Marketing:

No additional information.

Membership & Sales:

No additional information.

Play Selection:

No additional information.

Production:

No additional information.

Volunteers:

No additional information.

Old Business**Variety Show Update:**

We have an announcement to put up on our website for auditions and a form for performers to fill out. We are in need of volunteers for stage hands. We have judges to determine the performers that are not part of our board. John and Anne will be the MC for the show. There will be a 5 minute preview of the dinner theater show. We'll also try to promote the upcoming season (or at least what we know at the time).

We need 6 volunteers for setup and teardown. We also need stage hands and people to help with donations.

August Show:

We are going to table this discussion until the May meeting.

Reader's Virtual Theater:

We discussed whether or not to continue RVT. Our average attendance over the course of 22 shows has been 42 people. We've had a total of 93 actors and 15 directors. We also have made an average of \$200 in donations.

One suggestion was to scale back to once a month if it was getting stressful. There are still directors and actors interested. Our newsletter still has a good click through rate. Even though the last show had limited attendance we still feel there is interest.

The decision was to continue as we are for the time being.

New Business

Reopening Maintenance:

Our storage room needs to be cleaned up. Props need to be sorted. There are things from summer camp that need to be removed. The suggestion was made to have a cleanup day to sort through everything.

We need to paint the auditorium floor and surrounding area black. It will take 4 or 5 gallons at around \$35 each.

Flats need to be built. The idea is to replace around 10 of our current flats that are in bad shape. The frame may be in decent shape and could be salvaged by replacing the front. We are going to determine the state of our flats and see how much we need to spend on them.

Joe made a motion to approve expenses for painting the floor. Jim seconded. Motion passes.

2021-2022 Season:

We have shows that were previously approved for past seasons that were cancelled due to COVID-19. These may be utilized for the new season. We discussed possible shows for the upcoming season.

Production will reach out to directors who were previously planned to direct and give them an option to direct the show in the upcoming season.

Ali motioned to approve the season. Lisa seconded. Motion passed.

Marketing needs logos for the new shows which will total \$150. We discussed that there may be additional things needed. The contract that we have outlined will be presented to our designer.

Joe motioned to adjourn, Brad seconded. Motion passed.

Upcoming board meetings:

Regular Board Meeting – Tues., May. 11th, 6:30 PM

Graphic Design Proposal:

We will be paying \$250 for three logos and adjustments to previous logos. Lauren proposed the total for graphic design comes to \$600 for logos and other needed artwork. The vote was handled via email. Brad motioned. Matt seconded. Motion passed with 8 yes votes.