



Ankeny Community Theatre

Board Meeting

8/12/2020 - 6:00PM

MEMBERS PRESENT:

Cheryl Clark, Susan Casber, Matt Tuttle, Ali Kirwen, Joe Kirwen, Anna Sunstrom, Whitney Welp, Scott Hamilton, John Claes, Brad Church, Tammy Sposeto

MEMBERS ABSENT:

Robert Uy

The meeting was called to order at 6:06 PM by Susan Casber.

General announcements

We welcomed new board members Scott Hamilton and Anna Sunstrom.

July Minutes

Scott made a motion, Whitney seconds. Motion passes.

Treasurer's Report

Ali made a motion, John seconds. Motion passes.

Committee Reports see attachments for full report details

Building & Operations:

No additional information.

Data Management:

Working with education to send out a survey about future education opportunities.

Education:

No additional information.

Finance:

Doug Moon has taken over our accounting.

Fundraising:

We have an anonymous donor that will match donations up to \$2500 at the annual meeting.

Marketing:

No additional information.

Membership & Sales:

Membership had a meeting to plan for the annual meeting on September 21st. We discussed including a summary about what each committee has done in the past year. Because it is a virtual meeting this may not be manageable.

Play Selection:

Play selection is working on the upcoming 2020-2021 season.

Production:

No additional information.

Volunteers:

Whitney has been working with Anna to take over the volunteer chair position.

Old Business**Strategic Plan Review:**

We have all of the committee descriptions. Matt will compile them into a single document and get it posted on the website. Cheryl will have a discussion with new board members about the strategic plan before they join the board.

Children's Shows Story Time:

We had a few people show up on the most recent virtual story time.

New Business

2019-2020 Punch Tickets to Donations:

We had a discussion around donating remaining ticket punches. We decided not to do this.

We announced that any remaining punches on 2019-2020 tickets can be used for the upcoming 2021 season.

Cheryl made a motion that we reprint the 2021 tickets with an expiration of September 1st, 2022. John seconded. Motion passes.

Cheryl will contact Lynn to send out this information to ticket purchasers and put on the website.

Shortened 2020-2021 Season:

In February 2020 we plan to reopen ACT, pending the situation with COVID-19. The season is planned as follows:

February: Complete works of Shakespeare abridged

April: Aura

June: Geezers

August: Marjorie Prime

We plan to not have an intermission for many of the shows which may require cuts.

Play selection committee made a motion to approve the 2021 season. Motion passes.

Request from Scott Nielson:

The show is planned for September. The point was made that we should have a board liaison or producer to make sure safety is encouraged. We will need to figure out what is needed to live stream the show. Another discussion was brought up who would clean and what requirements we would have for the person(s) cleaning.

John made a motion to not allow streaming in the theater building at this time. Brad seconded. Motion passes.

Education Committee Survey:

Education committee is looking to gather information from our members by sending out a survey. They are looking to find out what classes our patrons are interested in.

Halloween Car Wash:

Oasis Car Wash is looking for costumes for a Halloween “tunnel of terror”. They are willing to promote ACT in exchange of costumes/makeup. John will follow up to figure out the details.

Annual Meeting:

The meeting will start at 6:30pm on September 21. Whitney is updating the powerpoint and will MC the livestream. The Daryl Hildreth awards haven't been decided yet. A suggestion was made to acknowledge Lynn Arterburn.

Cheryl has been in discussion with Frank, our landlord, to reduce our rent. It would be nice to recognize him, if that is of interest to him.

Mark Dunn:

John was given a play by Mark Dunn that we've been given the opportunity to do royalty free. He will be sharing it with the play selection committee.

Logos:

We will need to request additional logos for the plays that we added in 2021.

Brad motioned that we approve. Ali seconded. Motion passes.

Photography Contract:

The marketing committee has revised the photography contract. We will need to have our current photographer sign the contract before the new season starts. This will need to be handled by the marketing committee.

The idea of providing a digital program for the 2021 season was brought up. This is something for the marketing committee to discuss.

We will need an addendum added to cover the fact that we no longer provide ads through standing ovation so they will need to be added to the programs we print.

Anna made a motion to adjourn. Scott seconded.

Upcoming board meetings:

Annual Board Meeting – Mon., September. 21st, 7:00 PM