



Ankeny Community Theatre

Board Meeting

10/13/2020 - 6:30PM

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Susan Casber

The meeting was called to order at 6:36 PM by Cheryl Clark.

General announcements

No announcements.

Last Month's Minutes

Ali made a motion to approve the minutes, John seconds. Motion passes.

Treasurer's Report

Uncategorized income was for a refund on royalties we payed for shows we did not perform. We also had a Stripe donation that fell into uncategorized income.

We negotiated discounted rent due to not utilizing the building during the COVID shutdown.

We decided to not renew the Ankeny chamber of commerce membership. ACT also has an annual ASCAP license for pre/post show music. The other membership due is for AACT.

Our fiscal year is September to August to coincide with our season.

Scott made a motion to approve the report, Brad seconds. Motion passes.

Committee Reports see attachments for full report details

Building & Operations update:

The awning door may be unlocked by any other business in the building. We need to make sure that the door to the office remains locked when the theatre is not in use.

There were several issues brought up when we were running the HVAC system last year. We discussed making improvements while the building is empty. John will send out the list to the building committee to work on these items.

We are planning to set the thermostat to 60 degrees during the winter months to prevent freezing.

New board members will need keys when we are able to meet again.

Old Business

Strategic Plan Review:

Education is focusing their committee mission to match with the strategic plan.

February 2021 Show:

Production committee reached out to our pool of directors for the February show but did not receive any applications. We do not have a large space for rehearsals and performances.

It was discussed that we could possibly rent out a space but the few that we reached out to they were not interested at this moment in time. The cost of renting could be an issue and not cost effective.

John made a motion to cancel the February show. Joe seconded. Motion passes.

New Business

2020-2021 budget draft discussion:

Joe proposed a budget for 2020-2021 with estimated numbers based on the last few years. Committee chairs need to review their budget numbers in the spreadsheet and comment if they have questions.

John suggested having the actual vs budget numbers going forward. That may be incorporated in future financial reports.

Brad motioned to adjourn, Anna seconded. Passed.

Upcoming board meetings:

Regular Board Meeting – Tues., Nov. 10th, 6:30 PM