

LAWTON COMMUNITY THEATRE
Board of Directors Meeting, May 21, 2018
John Denney Playhouse, 1316 NW Bell Avenue

1. **Call to Order** at 5:30 PM.

2. **Roll Call.**

Members Present: Bear, Elliott, Jolly, Jones, Leary, L.; Leary, V.; McCartney, Neuwirth, Pannell, Patterson, Richey, Tate, Thomas, B.; Thomas, M.

Members Absent: Burgess (excused), Dzindolet (excused), Klein (excused), Veenhuizen.

Staff Present: Ray.

3. **Minutes:** The April minutes were submitted and approved as written.

4. **Treasurer's Report**

ASSETS

Current Assets

Checking/Savings

10001-Operating (BancFirst)	59,636.35
10002-Savings (Arvest 2)	20,034.23
10003-Building (Arvest 1)	46,670.80
10004-City National-Children's	10,320.83
10950-Cash in Drawer	135.00

Total Checking/Savings	136,797.21
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Other Current Assets

10000-Annuity-Lincoln Financial	20,689.61
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Total Other Current Assets	20,689.61
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Total Current Assets	157,486.82
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Concessions have been audited by Elliott and Ray. We have \$252 in concession monies. The discrepancy was found to be a coding error on the part of the CPA.

For the 2017-18 season, we have \$69,973.55 in ticket sales, and have made a profit of \$22,098.74.

Treasurer's report was filed for audit.

5. **President's Report:** Jolly welcomed and introduced new board members. Committee assignments have been completed. We are readvertising for technical director position. Season tickets are on sale and board members are expected to purchase season tickets.

6. **Managing Director's Report:**

- We currently have \$26,500 in sponsorships and \$4,875 in Playbill ads for next season.
- Thanked board members for volunteering for Arts for All, and especially V. Leary for his 81 volunteer hours.
- Marquee is up and feedback has been overwhelming positive. Painting can be done for the rest of the building, if the board approves. Motion was made by Elliott to approve painting of the remainder of the building, not to exceed \$2,800, from building fund. Neuwirth seconded. Motion carried.
- *Rumors* brought in \$ 3,887.92.

7. **Committee Reports**

Fundraising: Jones reported on Beatles fundraiser. Tickets will be \$20 general admission. Board members are expected to sell 10 tickets each. Beatles-theme auction items are needed. Food items are needed for July 13, 14, and 15. There will be 30+ performers with the band. Ray will need help with projections, light and sound. She will contact Veenhuizen to see if he can help. Jones also reported on the cancellation of the Cabaret fundraiser, indicating that performers dropped out of the project which left the committee with the decision to either try to find replacements or drop the project. Due to time constraints, the decision was made to drop the project. M. Thomas suggested that we do a cookbook as a fundraiser for next year.

Play Selection: M. Thomas had no report but indicated that she would like to get started right away and have the plays for the 2019-20 season decided by December 2018.

Marketing: No report

Building and Grounds: M. Thomas inquired about new doors. Ray indicated that Nancy Arnold and Pat Reynolds may want to fix or replace them.

Outreach: Bear reported we had a good program for Arts for All. Considering "Take Me to the Treasure" for Readers' Theatre. Would like to include Lawton High and MacArthur this year.

Board Development and Governance Committee: No report

Strategic Planning: No report

Personnel: No report

Arts for All: M. Thomas reported Arts for All had \$41,000 in sponsors. New slogan will be "Arts for All, All Year Round." It was noticed that there was not an LCT booth this year. Thomas stated that she will be contacting board members and actors early next year to sign up to volunteer for shifts. Pannell suggested teaming up with Blue Moon to have a combined LCT/Blue Moon booth. All agreed this was a good idea. Thomas reported the Gala entitled "Everything is Coming Up Roses" is scheduled for November 2. Pro Musica is June 9 at City Hall. International Festival is the last weekend in September. Discussed possibility of performing something, but there was concern that it would not meet the criteria for "cultural significance". Neuwirth reported that Willie Falk will be performing at LPO on September 14 in the McCasland Ballroom.

Cameron University: No report.

Blue Moon: Pannell revealed the plays for next season: *Who's Afraid of Virginia Woolf* in August/September, *Evil Dead: The Musical* in October/November, *In the Next Room (or the Vibrator Play)* in February/March, and *Red* in May/June.

Old Business: Revisited the discussion regarding deposits for musical scores. Board members debated the pros and cons of deposits and contracts. In the end, Jolly suggested that we table the issue one more month, as a consensus could not be reached. Tate made the motion to table the discussion, and McCartney seconded. Motion passed.

New Business:

- Jolly presented the budget for next year. There was much discussion about different aspects of the budget. Jolly suggested we hold off on approving it until revisions can be made.
- Our contract with the company who cleaned the building has ended. We have been getting bids for a new contractor, but in the interim the theatre staff have been doing the cleaning. Neuwirth moved that we allot a \$250 stipend each for the staff for cleaning after their normal hours, and Tate seconded. Motion carried.
- Website developer Light Alive Designs entered a proposal to update our website. For \$900, she will set up online ticketing, update event posting, provide training for its use, and improve the design. Elliott moved to accept proposal, B. Thomas seconded. Motion carried.
- Jolly reported that there is a Managing Director Workshop that would benefit Ray and proposed that she be able to attend. M. Thomas made a motion for Ray to be able to attend, with expenses not to exceed \$2,000. Neuwirth seconded. Motion carried.
- Mainstreet Healthcare is a reasonable health plan (not insurance) that will allow staff to receive health care services at a local clinic run by Dr. Birdwell. Elliott made the motion for the theatre to pay the full cost for Mainstreet Healthcare for both Ray and Hunter for a period of one year. Neuwirth seconded. Motion carried.

Adjournment: The meeting was adjourned at 6:41 PM.