

Lawton Community Theatre

Board of Directors Meeting

May 20, 2024, 5:30 PM

Habitat for Humanity Board Room

1006 SW E Avenue, Lawton, Oklahoma

1. **Call to Order:** Beck welcomed board members and guests. She reported that the annual meeting will take place in June. W. Beck, box office manager and office assistant, is currently working on a slide show that will cover the high points of the 2023-2024 season. Furthermore, the board will be voting on new board members and a new slate of officers.
2. **Members Present:** Bear, Beck, Diley, Hatch, Hofmann, Jolly, Magrath, McCartney, Neuwirth, Oates, Pannell, A. Tate, C. Tate, Taylor, Tibbs.
3. **Members Absent:** Bowles, Harris, Perez.
4. **Staff Members Present:** Kristoffer Pendergraft.
5. **Ex-Officio Members:** Poudrier (City of Lawton/present), Williams (Cameron University/absent).
6. **Minutes:** Neuwirth moved that the March and April minutes be approved. A. Tate seconded the motion. The motion passed.
7. **Financial Report:**

Current Assets (Attached Balance Sheet, as of March 31, 2024).

Checking/Savings

10001 - Operating (BancFirst)	\$89,424.86
10002 - Savings (Arvest 2) 5262	\$49,432.76
10003 - Building (Arvest 1) 7108	\$37,880.06
10004 - City National – Children’s Fund	\$12,211.00
10950 - Cash in Drawer	<u>\$638.50</u>

Total Checking/Savings \$189,587.18

“Cash in bank is slightly higher at \$189,587.18 as compared to \$187,677.66 at the same time for FYE at June 30, 2023” . . . [s]o far for FYE (6/30/24), LCT has a net loss of \$17,983.18 . . . [t]his is a difference of \$6,509.69. [when compared to 6/30/23]. Part of the reason for the larger loss for 6/30/24 is due to lower funding income in FYE 6/30/24.

.. [Furthermore], no playbill ads were solicited for FYE 6/30/24.” (Cover Sheet, Financial Report)

8. **President’s Report:**

- Beck reported that Advertisements for next season’s program will begin in June, 2024. Neuwirth and Oates have revised the prices for the ad sales and sponsorship levels. Jolly moved that the board approve the above newly revised levels. Hofmann seconded the motion. The motion carried.
- The executive committee has recommended a change in the wording of the by-laws in order to give the president a two-year term. Discussion ensued. It was suggested to suspend the by-laws in order to do so. Voting will take place at the June Board of Directors meeting.

9. **Managing Director’s Report:**

- Pendergraft presented the executive committee’s proposed revision of the 2024-2025 season: *Godspell*, (September), *One Flew Over the Cuckoo’s Nest*, (November), (Christmas Break), *Fundraising Benefit*, (February), *Batboy*, (April), and *Lightning Thief*, (June). Oates moved that the board approve the proposed season. A. Tate seconded the motion. The motion carried.
- Pendergraft clarified certain misconceptions concerning actors paying to participate in productions. Officially, volunteers do not pay to participate as actors in LCT productions. The few exceptions concern a fee for youth summer camps.
- Rehearsals for *School of Rock* are going well. The production is currently rehearsing three days per week. This will expand to five days per week in June. Kelly Pendergraft has designed and is building the set.
- The roofing has been started for the John Denney Playhouse.
- The plan is to complete the repairs to the John Denney Playhouse by the beginning of the 2024-2025 Season.
- The Theatre Reconstruction Plan is to repair and remodel the interior of JDP to make it feasible to mount productions at its location on Bell Avenue for the next two seasons, while raising money to restructure the theatre into a more permanent and workable space. The actualization of this plan will take five to six years to complete.
- The Theatre Reconstruction Plan will also include consultations with an architect, a cost estimate, proper drainage, and mold remediation.
- Jolly is currently investigating cost and methods of mold remediation, including the possibility of LCT using the building fund to purchase its own method of mold remediation.
- McCartney moved that Jolly look into the cost of hiring a company to carry out mold remediation **or** the cost of LCT purchasing its own method of mold remediation, either option not to exceed \$6000. Pannell seconded the motion. The motion carried.
- There was a good turnout at the Arts for All Festival. The artists made money even though it rained on Sunday.

- From the executive committee --- concerning the Managing Director's contract, a bi-monthly payment schedule has been changed to a semi-monthly payment schedule. The Board approved the recommendation of the executive committee. Beck will e-mail the contract for a technical director to board members.
- Concerning a governance committee, the executive committee has been acting as a governance committee

10. Committee Reports:

Fundraising: Oates is planning a Musical Fundraising Benefit for February, 2025 --- to be presented at the John Denney Playhouse.

Marketing: Pannell reported that the use of social media and KSWO is going well.

Play Selection: Refer to the Managing Director's Report.

Building and Grounds: Diley and Jolly are meeting at the John Denney Playhouse on Tuesday, May 21.

Arts for All: Full allocations were approved for all member groups. Building improvements continue to be made. The 2024-2025 Slate of Officers has been announced ---President: JoAnn Knecht, Immediate Past President: Jan Stratton, Vice-President: open, Secretary: Troy Hamilton, Treasurer: Janice Fritsch. The next meeting for the Gala is Thursday, May 25 at 4:30 PM in the AFA office. Numbers are not in yet for 2024 Festival as all bills have not been received. **Lawton Arts and Humanities Council** has just completed a fundraiser for the International Festival. **UPCOMING EVENTS: 2024 Summer Arts Institute** – plans are to impact 1,500 students with Art, Dance, Theatre, Music, Special Programs, Cultural Events, and Field Trips. Math and Reading will also be taught daily. It begins June 3 and runs through June 27 --- four days per week from 8:30 AM to 11:30 AM. **Lawton Philharmonic:** The theme for the 2024-2025 Season --- “All Music, All the Time.” The first concert ---“All – Tchaikovsky,” August 24, 7:30 PM. **Pro-Musica:** next concert --- “I Hear America Singing,” Saturday, June 1 at First Presbyterian Church. **Friends of the Library:** Chautauqua Performances --- June 18 – 22. **Wichita Wildlight Photographic Society:** next meeting - June 13, 6:30 PM, AFA office --- program by Rex Walker.

Strategic Planning: Stay the course.

Outreach: Bear reported that the Arts for All Festival Outreach Performance was quite well received. LCT was beautifully represented by eleven singers of different ages and styles. A special thanks goes to Matt Ortnier for stepping in to emcee the show.

Volunteer Coordinator: Taylor reported that she will e-mail sign-up sheets for volunteers for house managing and ushering for *School of Rock* at McMahon Auditorium.

Cameron University: No report.

Blue Moon: No report

City of Lawton: No report

11. New Business: Jolly reported that a decision needs to be made concerning the color of the trim around the roof of the John Denney Playhouse. He invited board members to a viewing.

12. Old Business: NA

13. Other Business: NA

14. Adjournment: 6:48 PM.

Next Meeting: 5:30 PM, Monday, June 17, 2024

(The Annual Meeting will be held at the
Albert Johnson, Sr. Conference Center,
91 NE Maine St., Lawton, Oklahoma 73507.)