

**30 Merlot Drive PMB#33, Prosser, WA 99350**

**Board Minutes**

**January 15th, 2020, 6:00pm • Princess Theater, Prosser**

**Roll Call**

**(A)**

Maddy Fortney

Monica Ray

Bethany Riddle

Lesa Park

Ashleigh Thornock

**(B)**

Andie Slonecker

Eva Petroff

Ashliegh Thornock

Nathan Harris

**Student Rep:** Sam Christensen

**Absent:** Eva Petroff, Ashleigh Thornock, Sam Christensen

bethanyjoy22@yahoo.com, lesanne84@hotmail.com, harriscommunications@hotmail.com, evapetroff@yahoo.com

**Review and make additions to agenda**

**Review and approve last meeting’s minutes**

**Officer/Committee Reports**

* 1. Business Manager –
		1. Financial Report $13,883.01 in the bank. Paid $72 for deposit for the new logo design, deposit for PO box and rent deposit is due. Monica will
		2. Budget-no numbers yet. Probably have a budget by April.

**New business**

1. Board Positions/Article Review
	1. Article 7 and 8- Board Positions and Staff. Technically Carol Goth is still the executive director, however much of the duties are now completed by other members. If we do not have an executive director, duties will be delegated by board to other positions.
	2. Kimberly Starr was the Artistic Director, but she stepped down and that position is not filled. Language uses the word “may appoint an artistic director.” Thus, it is optional.
	3. Ex-Officio: According to current By-Laws, Mari Page is still considered Ex-Officio member, with no voting privileges. Should Janice and Kimberly be included as well? NO Should Paul Brooks still be included as Education Director/Liaison to VTC? No, they are community members that have access to anything they need. Should we include something in the By-Laws now that we’ve established a partnership?
2. VTC Approved Partnership/Show for 2020 going to be Willy Wonka in December. We are partnering with VTC, we don’t have to do all the work, we will share our list of students, we may be asked to participate, and help with marketing. In return we receive the next summer’s rent for free.
3. Logo Update
	1. Maddy and Monica have met with Larelle- Design is in progress, she’s provided a few mock-ups. Looking for something that looks black and white as well as color. Handprints not going to be included in this design.
4. Website- Cyndil Davis
	1. Maddy will meet with Cyndil when we’ve talked about some of the things we want. Monica, too? Anyone else? Mari needs to pass off old website stuff to Maddy as well as the social media director (to be appointed next meeting). We want a WordPress or something similar done nicely. Monica wants to see a way to pay registration fees online. We already have a PayPal account set up.
5. Storage update
	1. UGN meeting- Jan. 21. We will get the 2,500 we asked for, but we need to have a more detailed report with what we need. Less interested in capital projects, more interested in seniors and children living their best life in Prosser. So, how many more kids are we helping, how increasing our numbers means we need more storage.
	2. Lock is given to Maddy Fortney. Andie needs to make copies at a lock shop, Ace Hardware in town couldn’t do it. We should make some procedures for storage. Nathan will help build out the interior.
6. Janice/Kimberly- Play reading committee for the younger play is Bethany, Andie, Monica, Janice. Kim doesn’t need a play reading committee, she will choose, but needs to be approved by board. Play recommendation will be made March 18th
7. At roll call from now board members will be This will help us keep track of who is up for re-election when. A’s are up for re-election on even years and B’s are up for re-election on odd years.
8. Voting for officers: President: Maddy Fortney, Vice-President: Andie Slonecker, Secretary/Social Media Director: Lesa Park Business Manager: Monica Ray

**Old Business**

1. Conservatory dates: July 13-25. We have our contract. We are paying this year, but will have the following summer free.

**Next Meeting**

Wed, February 19th.

Meeting Adjourned at 7:30.

Should we go smaller for the teen show? Only 10 kids.

**Summer 2020**

Production staff recruitment

Education Director –

Director –

Conservatory coordinator –

Producers –

Paperwork –

Light design & execution – Tech Team

Sound design & execution – Tech Team

Costumes –

Technical oversight –

Set Design –

Lunch supervision –

Stage Managing –

Program –

Props –

Classroom assistance –

Cast party –

Logo design –

T-shirt ordering and tracking –

Ticket creation –

Promotion:

 Posters –

 Poster Distribution –

 Press Releases –

 Contact Boys & Girls Club –

 Contact Senior Center, etc. –