

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

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**Board Meeting Minutes**

**April 17, 2019 at 6:00 PM • Prosser, WA**

**I. Roll Call:** Monica Ray, Maddison Fortney, Mari Page, Paul Brooks, Andie Slonecker, Eva Aarstad

Absent: Lindie Derrick, Leslie Smith(Leslie Arrived at 6:24)

Call the meeting to order 6:06

**II. Review and make additions to agenda- add trailer, VTC merger to new business**

**III. Review and approve last meeting’s minutes-**Motioned carried to approve minutes

**IV. Officer/Committee Reports**

* 1. Business Manager – $12,550.20 after paying for trailer, still needs to purchase scripts, the play has 24 parts, probably order 30 scripts of *Young Sherlock* by Pioneer
		1. Financial Report
		2. Budget-The scripts would be $434 (scripts, directors book, royalties, graphics package)

**V. New business**

**A. Trailer-**got UGN money (permeant home for costumes, props, and set pieces. Trailer is hosted free of charge at Julie Trumble’s property on 8” blocks. It is under a tree, so there does need to be a little tree maintenance to clear it. Suggestion: Purchase railroad ties to give it more support as well as a moisture barrier. May also need hinges oiled because it is challenging to open. It is 2nd hand but waterproof and insect proof. Need to decide how to secure and arrange it (shelves on one side, sets on the other, racks, 20’x8’x8’. Probably needs to be added to insurance. Need to arrange a work party or two starting 1st day of Conservatory. Elizabeth, Robin, Kim/L.J., Mari all need to bring PCTC materials to the green room gather during the Conservatory. The Trailer cost: $2986.50 the trailer was $2100, delivery $650, taxes $236.50 for a total of $2986.50

**B.** **Production Team Meeting Scheduled**- one in may scholarship committee and 1-2 meetings in June production meeting,

**VI. Old Business**

1. **Scholarship Auditions:** spoken monologue only, memorization not required, but it is beneficial, one to two minutes, May 14th, Princess, 6 PM (Andie, Janice, Paul, Eva) Kim (non-judge)
2. **Need based Scholarship-**Contact Kris Hogaboam to reach out. An anonymous donor has approached the secretary to pay for two Whitstran students, suggestion to ask UGN for needs based scholarship for next year.
3. **Total schoalrships-**3 1) Director’s award Hannah Norris 2) Scholarship Audition 3) Need’s based +two from an anonymous donor
4. **Background checks-**in process
5. **Merger**-New concerns: Looking at this merger for six months, nominated a sub-committee to discuss if/how we want to proceeded: do we want to merge, work with, or remain a separate entity: Sue Jetter just sent an article about this process Sub-committee nominees: should have a parent, current board member, past board member (Lindie, Holly, Monica? Paul says that he is too influenced on both sides, Gwen, Murphy’s)
6. **Booster Club**-Tabled
7. **T-shirts-** Zoe will take care of it.
8. **Forms**-Get registration forms out by Missoula

**VII. Next meeting**

* May 14, Princess Theater, 7:15, right after the Scholarship Audition

**VIII:** 7:26PM

**Summer 2019**

Production staff recruitment

Education Director – Paul Brooks

Director – Janice Waters

Conservatory coordinator – Zoe Wilson

Producers –

Paperwork – Monica Ray

Light design & execution – Tech Team

Sound design & execution – Tech Team

Costumes – Leslie Smith

Technical oversight – Maddy Fortney

Set Design – (ask Pat or L.J.)

Lunch supervision – Andie Slonecker

Stage Managing –

Program – Zoë Wilson

Props – Robin Humberstad

Classroom assistance – Sam Christensen?

Cast party – Katie Nelson?

Logo design – Jenny Johnson

T-shirt ordering and tracking – Zoë Wilson/Monica Ray

Ticket creation –

Promotion:

 Posters –

 Poster Distribution –

 Press Releases –

 Contact Boys & Girls Club –

 Contact Senior Center, etc. –

Me: lock, Scholarship Committee email: 19aarste@gmail.com,

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Director –

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