

Meeting Minutes – May 21, 2023

Sami Elmer (President) [x]	Mark Wegner [x]
Stephanie Drahozal (Vice President) []	Tina Bastian [by phone]
Sandy Briski (Treasurer) [x]	Querida Funck [x]
Helena Pope (Secretary) []	Nick Kapusta [x]
Duane Draper [x]	

Meeting was held at the OSHP Building. Called to order at 6:05pm

Minutes of the Last Meeting

Minutes of the 04/16/2023 meeting were approved with one correction (typo). Corrected minutes have been uploaded to the shared OSHP Google Drive.

Motion to approve the minutes by Duane Draper, second by Mark Wegner. Motion carried.

Treasurer's Report

(Attached)

- We have \$13,544.
- Business insurance (property and liability) premium of \$1,241 will be paid on 06/01/2023 to West Bend.
- FYTD net revenue is -12,786.90.

Old Business

Insurance

- Business insurance (property and liability) premium of \$1,241 will be paid on 06/01/2023 to West Bend.
- We will continue to look at new vendors for competitive pricing.
- Our coverage currently covers the physical building and liability for work done on and off-site.

Building

Furnace Nick has been in contact with Tarkenton Brothers about the furnace and is waiting for an appointment which may take a while since they are in their busy season with air conditioning requests and repairs.

Roof Nick will try to get up on the roof (with a spotter) and patch the ridge line and flashing around the furnace vent as a temporary measure. We will need a new roof in the near future.

Painting the Building_Rental on an articulating life is ~\$600. Nick would like to hold off on this until after we have funds coming in from either Shining Stars or BATB production. The furnace is the first priority.

Microphones

Duane reported that he bought three (3) microphones. Two were pre-approved by the board. An added microphone was suggested by Nate Mendl. Additionally, a microphone came back from Abundant Life Christian School needing repairs. Nate can fix this for \$50 (parts) and it would then be put into stock as a backup microphone. More expenditures were approved verbally by the Board.

Nick said that going forward we should charge rental on costumes, props and microphones. Sami said she will check with Mark Daspit on a rental form he was going to be drafting for our use.

Disney's Beauty and the Beast (BATB) Report

Due to low cash on hand, Duane may ask staff to hold their receipts until after the first week of performance when we will have access to ticket revenue. This may not be possible in all cases.

Duane and Sarah have been holding smaller design meetings to accommodate scheduling conflicts.

Production staffing is almost full. Still need to find a Set Construction Lead and Strike Coordinator. A Social Chair will be named from the cast. Suggestions were provided to Duane. Duane reviewed the current Production Staff list. Construction does not need to be limited to weekends and can be done in the evenings during the week as well.

At this point in time it looks like we will be able to move into the high school PAC on June 18th without having to share the space. Duane will double-check on costume access to the choir and orchestra rooms and possible summer school conflicts.

The Board discussed the final cast party, whether to continue with an expansive membership party and awards or to hold a production-related potluck instead. This will be discussed further after a social chair has been appointed.

BATB will be taking part in the Oregon Summerfest Parade this year.

Shining Stars

OSHP will re-engage with a call for donations during the first rehearsal of productions.

A draft form (attached) was reviewed. Querida will make recommended changes and send them out to the Board via email.

Querida asked for clarification on methods of payment. Check is preferred to avoid processing fees. Sandy will check to see if we can process via ACH and what information we would need to do that.

Duane asked if we should set a target. Board suggested \$7,500 on the production campaign and post the fund-raising thermometer at the Call Board as we have done in the past. The Board thought this would be a good idea.

Sami asked that the final Shining Stars form and instructions be sent to Stephanie to be put up on the web.

New Business

Duane suggested that the Board start thinking about future productions and the next season. The following were discussed in brief:

- More plays (can also include targeted age ranges; i.e., kids or older adults)
- Golden Girls
- Almost Maine
- Radio dramas out in the parks
- Challenge plays (one months to write, cast, rehearse, stage and perform new work)
- Weird Romance
- Christmas Carol was put on hold due to the OHS's announcement of the musical production this winter.

- Talent show or cabaret

Next Meeting

July 2, 2023 at 6 pm at Oregon High School. Room TBD.

Meeting adjourned.