

OSHP Board Meeting Minutes
May 16, 2024
OHS Choir Room
6:00 PM

Board members present: Querida Funck, Evelyn Becker, Sandy Briski, Helena Pope, Duane Draper, Kaleb Haefner, Emily Richardson, Sami Elmer. Mark Wegner joined via Zoom.

Others present: John Unertl III

Meeting called to order at 6:00 pm.

- I. Minutes from April 24, 2024
Querida moved to approve. Second by Sandy. No objections.
- II. Treasurer's Report
Sandy presented the Treasurer's Report. Nothing unusual in the treasurer's report. Presented a budget to actual. Both Belleville and La Follette high schools have outstanding invoices.
Motion by Querida to change signers of the bank accounts to Sami Elmer, as President, and Sandy Briski, as Treasurer. 2nd by Duane. No objections.
Email from John Unertl III who is donating the speaker for the new keyboard.
- III. *Mamma Mia!*
Helena and Querida shared the proposed budget plan.
Budget discussed as proposed.
- IV. Sales Tax Question
Question about reimbursement for sales tax when tax exempt is unavailable.
OSHP has tax exemption set up at Menard's, Dorn Hardware, Hobby Lobby, and others.
Questions about processes for use. Motion from Duane OSHP will reimburse sales tax up to \$50 per invoice without approval from the Treasurer. 2nd by Querida. No objections. Purchasers are expected to use sales tax exemption whenever reasonably possible; please use the payment approval option only on a very limited basis.
- V. Background Checks
Question about how to deal with background checks and security.
CCAP is a free service that provides background checks.
There would need to be a policy and procedures for this. Suggestion to contact members with legal expertise before pursuing further. Sami will pursue this suggestion and bring back information to a later meeting.

- VI. *Finding Nemo, Jr.*
Update from Emily. November 1-3, 2024. Ages 8-18; 20-25 performers.
Prairie View Elementary Little Theatre
Auditions September 3-4.
Renee Hegge will be the Choreographer; Jordan Hake will be the Stage Manager.
Evelyn Becker will be the Hair and Makeup Designer.
Simplified lighting and sound.
Applying for a grant through Dane Arts. Also local businesses.
- VII. Speakers
Thanks to John for donating the speaker. It has Bluetooth capability.
- VIII. Building
Querida will weed the flower bed.
Questions raised about the lawn mowing schedule.
Cleaning up behind the building. Perhaps incorporated into an early show work day.
Kaleb will look into options for rear clean up.
Will be replacing some light bulbs.
Question about who has key codes. May need to change codes at times.
Question raised about who should have the code. Suggested Kaleb create a proposal
and bring to the next meeting for discussion.

Next Meeting:

Friday, July 12, at 5:00 PM at OHS Choir Room.

Meeting adjourned at 7:12 pm.