

OSHP Board of Directors meeting minutes
July 27, 2025

In attendance: Emily Richardson, Querida Funck, Nick Kapusta, Steve Schumacher, Kaleb Hann, Omeed Soltaninassab, Sandy Briski

Absent: Evelyn Becker, Kaleb Haefner

Guest: Duane Draper

Meeting called to order: 2:30 p.m.

1. Review and approve minutes from June 7 meeting.
Minutes approved as written.

2. Special guest: Duane Draper

As co-producer of SIX: Teen Edition, Duane reported that the show was a great success, financially – it earned a profit of around \$6,700 – artistically, and in the experience of the cast and crew.

Duane also reported that OSHP has a choice of the first or second week of August to use the Oregon High School PAC for the 2026 summer show, and recommended the second week to avoid sharing the space with summer school programming. The Board agreed to seek the space for August 8-15, 2026.

Duane also presented his nominations for the OSHP Hats Off! Award for this year.

3. Treasurer's report: Sandy

Sandy reported numbers from October 2024-July 2025. The organization has generated total revenues of about \$36,654 and expenditures of \$27,719, for a net revenue of \$8,934 to this point.

She also reported that the building fund has reached about \$15,000, with some \$6,000 still to be added, and more, from contributions in memory of Joel Kapusta.

Sandy also presented a sample of a proposed annual budget for the organization. The goal is to estimate expenditures and revenue for the upcoming fiscal year and attempt to balance them.

4. Building updates

The neighbor next door to the building has been mowing our grass, unasked and unpaid. The Board agreed to offer him \$500 at the beginning of each mowing season to continue to take care of our lawn.

Strike for Bright Star will be August 10, which will add to the already crowded space, so those on the Board involved in the show said they will attempt to limit the items that need to be saved. The Board set the first weekend of October for the fall clean-up of the building.

5. Update on 2025 productions: Emily

As co-producer, Emily reported that the show is under budget in every category and Tech Week starts today. She also reported that she applied for and received a grant from the Village of Oregon Tourism Commission of about \$1,200 for the group.

6. Update on potential 2026 productions

Querida has proposed OSHP performing a play she has written, *Ashes & Ink*. Nick brought up the possibility of workshopping the play in some form rather than having staged performances. Others on the Board expressed interest in looking further into that process as appropriate for a new work. More discussion will follow.

Emily reported that the Board has received two proposals for a summer 2026 musical, and a third director has expressed interest. The Board discussed the possibilities, and agreed to postpone voting on the proposals until September.

7. Special projects

Child Safety Policy: Omeed presented an updated draft. Some clarification still is needed on the procedures for doing background checks and the process when background checks uncover issues. Omeed will bring back a revised policy for action for the September meeting. The Board thanked Omeed for his hard work in creating the policy.

New building updates: The Board reiterated its strong preference to build a new building on the present site rather than try to repair and add on to the existing building or rent a space. The Board also discussed whether to hire a consultant who met with the building committee. That decision was put off until at least the end of the year, when the Board can reassess based on money raised for the building fund to that point. Board members said they would be interested in having the consultant, who specializes in fund-raising for non-profits, hold a workshop for the Board.

8. The Board moved into closed session to consider Hats Off! Awards.
After discussion, resumed open session.

9. Annual meeting agenda

The Board discussed items which should be included on the agenda. The annual meeting will take place at Village Hall on Aug. 17. The newly-constituted Board and its officers, which will be elected at that meeting, will then set a date for a joint meeting of the old and new members.

10. Observers during dress rehearsals

Nick brought up the question of people attending dress rehearsals. Contracts for productions often include restrictions on the number of people allowed to watch before the rehearsal is classified as a performance. The Board agreed that show producers are ultimately responsible for ensuring that contract guidelines are being enforced.

Meeting was adjourned at 4:37 p.m.

Submitted by Steve Schumacher, Secretary.