



Oregon  
**STRAW HAT PLAYERS**

Board Meeting Minutes  
**January 6, 2014**  
**201 Market St.**

Duane Draper (President)	X	Sarah Karlen (Vice President)	X	Julie Wood (Treasurer)	X
David Lawver (Secretary)	X	Wade Crary	X	Evan Fitzgerald	X
Nick Kapusta	Abs	John Unertl	Abs	Caitlin Zach	X

The President called the meeting to order at 7:00 pm.

We adopted the agenda as distributed.

We approved the November minutes as distributed.

We received the following correspondence:

- Offer of a federal grants database. Referred to the grants committee.
- Invitation to the Oregon Chamber of Commerce awards ceremony.
- Offer of a 10x10 storage unit at Applewood Storage. We will pursue this offer.

The Treasurer presented the financial report. Cash assets currently total 23,111.81.

The Treasurer presented the 2012-2013 final financial report.

The Secretary reported that filing is up to date. Some materials that were across from the file cabinets needed to be moved to provide access. Responsible parties are invited to move to a better location.

David reported ordering electronic perusals of *Once On This Island* and *Damn Yankees*, which did not prove to be useful. He will order a hard copy perusal of *Once On This Island*.

Evan reported on the possibility of using VerticalResponse to email our tix.com customers. Evan and David will pursue this.

Julie reported on the progress of transferring the Anchor Bank and debit card account funds to *Gypsy*.

Board members assisted in stamping the meeting notice postcards, and Evan took them to the post office.

The scholarship committee provided this report:

The scholarship committee recommends that OSHP designate \$1800 for scholarships for college studies and for arts-related camps and workshops during the 2014 calendar year:

- \$400 scholarships to Straw Hat members pursuing college studies.
- Scholarships to camps and workshops to Straw Hat members 18 years of age or younger for 50% of the cost of the activity, exclusive of transportation to and from the site. The minimum award is \$50 and the maximum is \$400, regardless of the 50% guideline. Camp/workshop activities must complete by December 31 following the application period.

An individual may only apply for one type of scholarship.

An individual may only receive college scholarship support for four years.

Initially \$1200 is designated for college scholarships and \$600 for camps and workshops. Applicants in each category shall be ranked and awarded separately. If college scholarship applications do not reach the full allotted amount the remaining funds will be shifted camps and workshops. If applications for camp/workshop applications do not reach the full allotted amount the application deadline will be extended to September 1, on which date any remaining funds will be shifted to college scholarships if unfunded applications remain.

Applications must be submitted by plain text email (no attachments) to [scholarships@oshponline.org](mailto:scholarships@oshponline.org), and must be received by 12:00 am on April 16, 2014. The application email must contain the following information:

- Names of all OSHP productions in which the applicant participated.
- Role(s) or duties the applicant fulfilled.
- For college scholarships, the field(s) of study the applicant intends to pursue.
- For camps and workshops, the cost of the activity.

- The applicant's current 4-point scale grade point average (high school for camps, workshops, and seniors applying for college assistance, college for continuing).
- For college scholarships, a narrative of 300 words or fewer expressing what the applicant learned from OSHP participation.
- For camps and workshops, a narrative of 300 words or fewer describing the activity's curriculum and expressing what the applicant hopes to gain from the activity.
- For college scholarships, the college the applicant attends or will attend.

The OSHP Board has the right to verify all application information. Incomplete or falsified information will disqualify the applicant. OSHP reserves the right to quote from narratives in promotion and other materials.

Assuming that requests exceed the funding available these criteria will be applied for selection. Each will be applied individually and in order until the funding amount for the category is reached. The final award in either category may be for less than \$400 or 50% of the activity costs.

- Number of productions participated in.
- Number of productions in which an offstage role was fulfilled. Attendance at a Saturday work day for a production in which the applicant was a cast member shall not count as an offstage role.
- Most recent production participated in.
- For college scholarships, an intended college field of study in the performing arts.
- A higher grade point average.
- A vote of the majority of OSHP Board members not in the immediate family of the applicant in executive session based solely on the narrative submitted.

The scholarships will be announced on the OSHP Web site by May 1. Where practical, a Board member will also formally present the scholarship at an appropriate function at the winner's high school or at an OSHP membership event.

For college scholarships, each winner will receive the scholarship money after September 10, 2014, upon submitting proof to the OSHP treasurer of enrollment at the designated college and indicating the payee for the scholarship (school, student, parent, etc.). If the winner's choice of college changes after the scholarship is awarded, the Board must be informed and agree to the change prior to disbursing the payment.

For camps and workshops, the winner will receive the scholarship money upon submitting proof to the OSHP treasurer of enrollment in the designated activity. If the winner subsequently does not attend the activity or does not complete the activity for disciplinary reasons OSHP must be reimbursed for the scholarship.

OSHP Board members are not eligible for any of these scholarships.

This report was adopted by unanimous consent.

Duane reported that auditions for *The 25th Annual Putnam County Spelling Bee* will be held on January 26 and 28.

David reported on the special audition procedures for *Gypsy*. Interviews will be held at the building June 1-5, then interviewees will be scheduled for auditions June 9, 10, and 11.

Duane, Evan, and Caitlin reported on fundraising progress. We did not receive the ETC grant. Duane will contact them for insights on how we might be successful in the future. The Dane Arts grant is almost done. We are still looking for other funding sources.

We continued our discussion of increased volunteer recruitment. We noted that some kind of group activity in November might help momentum from the summer.

Evan and Caitlin agreed to do mail coverage and periodic building checks during the Secretary's absence January 9-16.

Our next meeting is scheduled for Saturday, February 1, at 9:30 am.

We set subsequent meetings for Sunday, March 2, at 3 pm and Wednesday, April 16, at 8 pm.

The agenda being complete and no further business proposed, the meeting adjourned at 8:29 pm.

David Lawver, Secretary