



Oregon Straw Hat Players



Board of Directors Meeting
Joint meeting of the 2005-06 board and the 2006-07 board
October 6, 2006

Present: Duane Draper, Erin Dammen, Tom Elmer, Pat Hetland, Stan Hill, Theresa Fosbinder, David Lawver, Dana Stein, Pam Crary, Chris Phistry

Not in attendance: Dan Subach

Called to order at 7:02 pm

Secretary's Report: 9/10 board of directors meeting minutes approved
Combined board meeting minutes of 9/17 approved

Treasurer's Report:

Checking:	\$34,739.36
Anchor Bank :	\$637.63
Oregon Community Bank and Trust:	\$5195.37

Old Business:

Tom Sawyer Producer's Report

Theresa and Tom presented a post-production document that collects the thoughts and suggestions of staff associated with the production. Staff members were asked the following questions:

- What went well?
- What could have gone better?
- Whom did you go to for advice and/or support?
- What would you tell another considering this role?
- Would you perform this role again? If not, why not?
- What other observations/lessons learned do you have about your role?
- What general observations do you have about the show (things that went well that we should keep doing, and/or things we could do better in the future)?

Detailed responses are available in the report – following is a brief summary:

- Questionnaire was sent to the following show staff: David Lawver, Sarah Karlen, Theresa Fosbinder, Tom Elmer, Erin Dammen, Dan Subach, Beth Hetland, Melanie Doyle, Duane Draper, Sandy Oemichen, Jeff Fosbinder, Robin Swadley, Dana Stein, Wade Crary, Pat Hetland, Jeanne O'Malley, Tina Root.
- Responses not received from: Sarah Karlen, Melanie Doyle, Sandy Oimechen, Jeanne O'Malley

- All who responded said they would perform their role(s) again (or at least no one said they wouldn't)
- Multiple respondents mentioned things like "success", "the show went well", "enjoyable experience"
- There seemed to be clear recognition among respondents that having new folks in many roles required additional time and attention, and that it was a worthwhile effort
- Almost everyone mentioned other people who were available to mentor and assist
- Multiple respondents mentioned confusion about roles & responsibilities, and related communication issues
- Multiple respondents mentioned backstage issues and related organizational concerns

This report will be used as a planning tool by the board, and passed along to future producers and other show staff as appropriate.

Lighting Workshop

- The date has been set for Saturday November 18 from 9-4 in the PAC.
- The space has been reserved.
- David is set with equipment from WOW.
- Since we are producing the video, we only need about 6 people to participate.
- There are currently no other needs.

Special Motion

The board moved to spend up to \$100 for flowers and our honorarium for Sarah Karlen's father who recently passed away.

Board member positions for 2006-07

MEMBER	POSITION(S)
Stan Hill	President
Pam Crary	Vice President, fundraising committee, historian in training*
Tom Elmer	Treasurer
Theresa Fosbinder	Secretary
David Lawver	Artistic Policy Coordinator, Membership database
Dan Subach	School liaison, fundraising committee chair
Chris Phistry	Physical Properties
Erin Dammen	Marketing & Publicity, web mistress
Dana Stein	Membership coordinator (including newsletter), fundraising committee
*Duane Draper	Will remain historian till the end of 2006

Some of the duties of various positions were discussed:

- **Membership coordinator** duties include "postal things", yahoo group, can include responsibility for the membership party. It also includes volunteer coordinator duties.

- Current **historian** items include things like pictures, videos, newspaper clippings, poster, programs, old scripts. Duane will stay as historian till he can finish getting some of this more organized and will then hand the position off to Pam Crary. We need to figure out a way to best let our membership see some of the historical items we have, especially in our 25th year.,
- **Fundraising** observation for the future: It seemed to help that we set a fundraising goal and let members know what it was so they could help reach it.
- **Physical properties** note: There are others who may be willing to help with costumes as they have in the past.

New Business

Investment

The board authorizes Tom Elmer to investigate investing some of the money in our accounts into a CD or other mechanism to maximize our investments.

Tom will report back to the board next month.

Anniversary Committee

The board approved a motion for Duane Draper to chair an anniversary committee to explore and plan activities for OSHP's 25th anniversary season. This motion includes a budget of \$2000. Current volunteers for the committee are Jeanne O'Malley, Kathy Stiles and Allison Janssen.

Honk, Jr.

Staffing: Chris Phistry - director, Tom Elmer – stage manager, Katie Monk – Choreographer, Dana Stein – co-producer with someone else still to be decided.

Auditions: set for January 15 & 16 (callbacks 1/17) at 7pm, location TBD.

Performance dates: set for March 23-31 (evening on the 23rd, matinee and pm on the 24th, pm on the 29th, pm on the 30th, matinee and pm on the 31st.)

Budget: Will be presented at the November meeting

School issues

As discussed earlier this year, there should be a meeting with Dee, to follow up on issues regarding Prairie View and address any other issues. For purposes of Honk Jr, it should include Tom, Dan, Chris, Dana and Dee. Stan will let Dan know to set this up.

Alliant Energy Grant

There was discussion about the Alliant Energy grant. This needs to be done by 11/01/06 if we want to pursue it for use with Honk, Jr. Decision to pursue grant for Honk Jr. Dan is fundraising chair so he will be the one to do this.

Oklahoma

Show dates will be August 11-18

We will start rehearsals before July 4th

Producer volunteers encouraged

Future board meeting dates

Wednesday November 8th – 7pm at Dammens

Saturday December 9th – 2pm at Phistry's

Meeting Adjourned

Respectfully submitted, Theresa Fosbinder