



**Board Meeting Minutes
September 30, 2012
201 Market St.**

Steve Zach (President)	X	Joel Kapusta (Vice President)	X	Caitlin Zach (Treasurer)	Abs
David Lawver (Secretary)	X	Wade Crary	Abs	Joe Leone	Abs
Emily Richardson	X	Dan Subach	Abs	Julie Wood	X
New members: Duane Draper, Nick Kapusta, John Unertl					

The meeting was called to order at 6:00 pm by the President.

Joel moved, Julie seconded adoption of the agenda. Carried.

Joel moved, Emily seconded approval of the August 8 minutes. Carried.

The President presented his report.

- Discussed and made some recommendations regarding board member areas of responsibility.
- We have been offered staffing of the Holiday Fantasy in Lights for December 14-20, 4:30-10pm. We have traditionally shared this activity with City Church. Joel moved, Julie seconded to commit to the entire time. Carried. We can follow up with Sarah Karlen about City Church participation.
- A reminder to the new board that we have considered the need to codify the criteria for the Duane Draper Lifetime Achievement Award.
- Reported that he has enjoyed his tenure and is proud of our successes.

The President presented the financial report in the absence of the treasurer. Cash assets currently total \$30,104.44. There was some discussion of the budgeting process and the need for carryover.

Artistic Policies

- Steve presented updated information about *Brigadoon* and *Aladdin* budgets.
- David reported on progress for 2013 productions, noting staffing for *Alice* and the need for a producer for *Oliver!*.
- David pointed out that it is time to start thinking about 2014 productions. Since we have had two repeats in a row for the summer musical we probably don't want that in 2014.

Building: The office is substantially complete except for the floor. Washer and dryer are here but need to be hooked up. Steve will contact Ken Schnabel about plumbing. Joel noted that wiring for the dryer will cost around \$220. Sarah Karlen will head up a preliminary costume storage cleanup on Friday, Oct 5.

Joel moved, Julie second, to contribute \$1000 toward the purchase of a new black scrim that will fill the stage opening. Carried.

Joel moved, Steve second, to allocate \$100 to the repair of the existing scrim track. Carried

We discussed specific responsibility areas. Duane will email a proposal.

We discussed future agendas and meeting dates. We will schedule by email.

Joel moved adjournment, Emily second. Meeting adjourned at 7:57 pm.

Respectfully submitted,

David Lawver, Secretary