

# **STAGE-M General Membership Meeting Minutes**

January 12, 2019  
9:00AM

## I. Call to Order

*Time: 9:00 am*

*Members present: Aaron W., Laura T., Dianne N., Frank H., Lisa B., Gordon M,  
Chris L., Sarah K., Philip H., Jerena K., Emily A*

*Guests: None*

## II. Approval of 12/01/2018 Meeting Minutes – approved as written

## III. Treasurer's report – Philip has signed all bank paper. No access to online bank yet. December statement: \$27,432.52

- A. Resolution to remove people from account: Aaron Wilkinson and Philip Himebaugh will be primary signers on account. Remove Jim Rumpf and Gordon Mallet from all accounts. Jerena Keys will remain on accounts as past treasurer. Lisa B. moved, Dianne N. seconded. All agreed.

## IV. Constitution/Bylaws Review

- A. Aaron motioned to adopt bylaws as revised by Ad Hoc committee as our acting bylaws for this year to work through any kinks and vote on changes at December 2019 meeting and as needed. Emily seconded. Aaron will provide copies of past constitution upon request. Group discussed advantages and disadvantages of adopting this document as our acting bylaws for this year. After discussion, Aaron withdrew motion.
- B. New motion: Frank moved to let this meeting be the first reading of the new bylaws and vote to accept or not at February 2019 meeting. Philip seconded. No discussion. Motion passed unanimously.

## V. Standing Committee Reports:

- A. Budget Committee – Jerena Keys (*Philip Himebaugh*)

- a. Jerena provided document on 2018 income and expenses. In 2018, we had \$58,190 – income from sponsors and ads. Season tickets are 2/3rds of the membership. Productions are 67% of expenses. We spent \$66,000. Balance \$26,758.52 as of December 31, 2018.
- b. Jerena provided 2019 proposed budget. Anticipated \$5000 grant. Hoping for donations to pantries. Productions \$39,400 (anticipated). Thought we could do an educational workshop. Total expenses \$55,650. Anticipated income \$55,650.
  - i. Jerena moved we approve proposed budget for 2019. Philip seconded.
    1. Frank raised question about Turn of the Screw. Line item eliminated. Removed \$2500 from budget (expenses).
    2. Gordon raised question about donations – not accounted in budget. Clarified these were covered in administration (expenses).
    3. Philip moved we move \$2500 from Turn of the Screw to Little Shop of Horrors since we had cut from that show to balance budget. These funds would cover the majority of puppet costs. Sarah seconded. Motion passed unanimously.
  - ii. Jerena moved we approve proposed budget for 2019 as amended (Item V.A.b.i.3). Philip seconded. Motion passed unanimously.
    1. At this time, question of who votes was brought up. This question is addressed in revised bylaws. Discussion surrounding this topic ensued. Newsletter states that any meeting is open if anyone would like to address something and executive board will take these concerns and address them.

**B. Education Committee – Courtney Piercy (*Chris Lamar*)**

- a. Courtney absent.
- b. Aaron has documents from Courtney. Chris will meet with Courtney. We would like to start focusing on more workshops.
- c. Member of Keys family should be on committee for Leon Keys Memorial Scholarship. Jerena will serve.

C. Election Committee – Aaron Wilkinson (*Gordon Mallett*)

- a. Aaron researched feedback from complaint of missing ballot. Person who stated he had not received a ballot was not a current member. One complaint on Facebook stated he had not received a ballot. He was not a member either. Both were long term supporters of STAGE-M but were not members. All current members did receive their ballot.
- b. Discussed changing postcard format so they are less confusing.

D. Facilities Committee – Linda Rinehart (*Jon Taylor*)

- a. Linda absent.
- b. Gordon has been working in scene shop. Materials from Nutcracker have not been taken care of yet. Lots of lumber still piled on tables, normally should be piled on racks. Will pass information along to Jon.
  - i. We have specific language about what should happen after strike. Frustration voiced regarding why this continues to happen.
    - 1. There are department heads for each portion of the scene shop.
      - a. Scene shop coordinator/chair of facilities committee – Jon Taylor
      - b. Costumes – Linda Rinehart
      - c. Props – Sarah Hamm
    - ii. Revised bylaws do address this by having one constant person (Chair of Facilities committee) involved in strike
  - c. Aaron noted that props are disorganized.
  - d. Jerena will call person to mow lawn (\$25). Different person does snow removal. Rob McInnis does snow removable (\$48). Both use their own equipment.

E. Fundraising Committee – Shirley Garlick (*Sarah Kirby*)

- a. Shirley absent

F. Membership Committee – Dianne Nelson (*Lisa Bondarenko*)

- a. 99 members! Hooray!
- b. Lisa will meet with Dianne
- c. Frank asked if we would have a list of members of STAGE-M on website so people would know if they are current members or not. Aaron will work on this. Emily requested we discussed adding a way to become a member on the website.
  - i. We need to also try to provide education on how to use the website for people who are uncomfortable using the technology
  - ii. We should set up links to help guide people to become members, get tickets, etc. through our emails
- d. Lisa requested we add information about how to become a member to our programs

G. Program Selection Committee – Frank Hartley (*Laura Taylor*)

- a. PSC posts approved minutes and agendas online (last meeting Dec 11, 2018). Meetings are always open to everyone.
- b. Formal recommendation for 2019-2020 season
  - i. Dancing at Lughnasa (Fall 2019, Philip Himebaugh directing) and The Foreigner (Spring 2020, Emily Aslakson directing) were recommended
  - ii. PSC asked that board codify traditions (holiday show, family friendly, etc.). PSC currently has no guidance.
  - iii. Potential summer shows (typically musical). Evita was the only musical submitted that had a director attached. PSC recommended with 4 to 1 vote for Evita as summer 2020 musical. Aaron Wilkinson direct, Laura Taylor musical direct.
  - iv. Discussion surrounding PSC recommendation for 2019-2020 season. We will vote on proposed new season at Feb 2019 meeting.
    1. Aaron pointed out that new bylaws would move season calendar to match calendar year. Recommended we added a

Fall 2020 show so that we could begin calendar year on January 1, 2021.

- a. Jerena requested PSC work on coming up for 4<sup>th</sup> show, which will be presented and voted on at February 2019 meeting.
- b. Aaron will appoint people to PSC. Revised bylaws move duties of PSC to executive board to facilitate efficient communication. Discussion surrounding this topic.
  - i. Philip recommended announcing season as big event (potential fundraiser?)

H. Publicity Committee – Barbara Pillsbury (*Aaron Wilkinson*)

- a. Barbara absent.
- b. Trying to get newsletter ready, however there have been significant changes. In an attempt to save postage, we will be sending out quarterly printed newsletters. May send any number of email newsletters as needed.
- c. Brief hiatus from Facebook ads (flagged for discrimination). Suspected misclick. Ads back up and running. Aaron lowered click percentages so they are cheaper now.
  - i. New ad cycle points to “Get Involved” link on website – email, state how they’d like to get involved. These people have been added to volunteer list. Still have ads for PSC – recommendation for shows.
- d. Aaron set up committee specific emails. Dianne will continue to run information email.
- e. Emily recommended that the group nominate someone for spotlight, let them know, ask them to write bio and submit photo they would like used in newsletter. Moving forward we will do that this way.
  - i. Emily nominated Jon Taylor. Aaron seconded. All agrees that Jon Taylor should be spotlight in March 2019. Email will reach out to Jon.

VI. Ad Hoc Committee Reports:

A. Policies and Procedures Committee – Lori Hathaway

- a. Lori absent.
- b. Aaron would like to continue committee to create/adjust production bylaws and a director's guide. Aaron would like to appoint a new chair to this committee. Lori's charge was to get bylaws created and she has.
- c. Aaron presented org chart for productions for uniformity of titles.
  - i. Discussed setting standard prices for technicians

VII. Old Business:

A. Witness for the Prosecution – Barbara Pillsbury

- a. Barbara has resigned from directing Witness for the Prosecution.
- b. Aaron recommended we pick up The Hollow by Agatha Christie. Aaron would direct. We have secured rights. Rights are \$660. The Hollow has significantly fewer men than Witness making it easier to cast.
  - i. Laura moved that we pick The Hollow to replace Witness. Same audition and production dates. Philip seconded. Motion passed unanimously.
  - ii. Performance dates conflict with Voca Lyrica Cabaret. We will not change our already publicized production dates. Arts conversation meeting will hopefully avoid these conflicts in the future.

B. Little Shop of Horrors – Philip Himebaugh

- a. Coming along. Will do MTI puppets instead of Monkey Boys puppets. Less expensive. Audition dates announced in newsletter in mid-May 2019. Production meeting in December 2018. Philip to meet in January with high school to secure high school.

VIII. New Business:

- A. Chris Lamar – the middle school is doing The Wizard of Oz. Requested green clothing. Aaron recommended Chris speak to Linda. Chris requested use of smoke

machines used for Hunchback. Aaron stated they are available and requested their use be coordinated with Jon Taylor.

- B. Lisa Bondarenko – We desperately need our own space. Lisa moved that we develop a building fund for STAGE-M productions. Emily seconded. Lisa can help steer us in the right direction. Motion passed unanimously.
- C. Aaron Wilkinson – would like request to meet with our insurance for quotes to cover our actors and staff as well as our building. Group would like to pursue this.

IX. Adjournment: 11:04 am

Minutes respectfully submitted by: Emily Aslakson, Secretary