

CFCT Board Meeting Minutes for November 20, 2017

Call to Order: Pat Lyons, CFCT Board President, called the meeting to order at 7:04pm
The agenda item CFCT Board Committee Structure was added to the agenda under New Business.

Members Present: Gary Bumgartner, Gary Chambers, Carolyn Hamrock, Marnell Lyle, John Luzaich (General Manager), Pat Lyons, Carolyn Martin, Liane Nichols (Artistic Director), Michelle Rathe, John Roth, Grant Tracy

Members Absent: Stephanie Althof, Ken Bailleu, Brian Brummel, Rosemary Gast, George Glenn, Samantha Mensinger, Phyllis Steele, Mike Sulentic

Approval of the Minutes: The format of the minutes was discussed. The necessity of proper formatting of the official CFCT Board minutes was acknowledged. Moving forward, basic guidelines for minutes will be reviewed and a CFCT minutes template will be made available. It was moved and seconded that the minutes be approved as presented. The motion passed.

Committee Reports: There were no committee reports.

Treasurer's Report: The treasurer's report was presented and discussed. Upon review of the report, any questions may be directed to the treasurer. Discussion included: maintaining the title for the line item tagged as APPLAUD, creating an overall organizational budget for the building/utilities, etc., as well as individual show budgets. A suggestion was made that the finance committee make any recommendations about possible financial account restructuring.

Capital Campaign Update: Follow-up calls on board members continue. Potential key donor calls have begun. Upcoming Capital Campaign events in March are being organized.

Staff Reports:

General Manager: The General Manager's report was highlighted and an update on both recent shows provided under New Business.

Artistic Coordinator: Rehearsals for the current production, *Winter Wonderettes* is underway. *John Loves Mary* will be directed by Jay Edelnant with some new crew people. Season Planning is still reading and meeting. They will report in January.

Old Business: There was no old business.

New Business:

CFCT Board Structure: There was discussion of the need to restructure/revitalize standing committees that take charge of areas of concern, such as, Finance, Marketing, Hospitality, Publicity, etc.

Twentieth Century Re-Cap: There was a net profit of \$3792.62

Vintage Hitchcock: A Live Radio Play Re-Cap: There was a net profit of \$756.03. A suggestion was made that a playwriting class once again be offered with the idea of having a readers theatre production that features those efforts.

2nd ***Winter Wonderettes***: An APPLAUD reception will be held on Saturday, Dec. 6:15 pm. Several people volunteered to help that night. There was discussion of possible reorganization of meet and greets with cast and APPLAUD members in the future.

Volunteer Recognition - April is Volunteer Recognition Month. It was suggested that board members begin thinking about possible recognition activities/events.

Adjournment: The meeting was adjourned at 8:38pm

Next Meeting will be Monday, December 18th, 2017 at 7:00pm in the Deery Room