



THE COLONIAL PLAYERS, INC.

108 EAST STREET
ANNAPOLIS, MD 21401

General Membership Meeting

Tuesday, September 27, 2016

Board Members Present: Shirley Panek (President), Herb Elkin (VP), Kaelynn Bedsworth (Treasurer), Scott Nichols (Education), Fran Marchand (Human Resources), Wes Bedsworth (Operations)

25 additional members were present.

1. **Meeting Commencement: The meeting was brought to order at 7:37 p.m. by Shirley Panek.**
2. **Approval of previous meeting minutes (Tuesday, March 22, 2016)**
 - a. **A motion was made to approve the minutes as presented.** The motion was seconded.
 - (1) The motion carried unanimously.
3. **Officers' & Directors' Reports**
 - a. President
 - (1) Refer to written report within the General Membership packet.
 - b. Vice President
 - (1) Refer to written report within the General Membership packet.
 - (2) Herb Elkin thanked all the volunteers who have served on the Long Range Planning Committee, Real Estate Committee, Memorial Plaque Committee, and Bequest Committee over the last 6 months.
 - (3) The Bequest Committee made a recommendation for the annual disbursement from the Community Foundation of Anne Arundel County. The Board approved this recommendation and the details can be found in the Treasurer's report.
 - c. Treasurer
 - (1) Refer to written report within the General Membership packet.
 - d. Artistic
 - (1) Refer to written report within the General Membership packet.
 - (2) The Promising Playwright Contest will be posted on October 1. There is new software being used to simplify and streamline the application process.
 - (3) Reflections are important! Your feedback improves us as an organization. Please be sure to respond to any Reflections you are a part of whenever you have the chance!

Board of Directors

President: Shirley Panek
Vice President: Herb Elkin
Secretary: Vacant
Treasurer: Kaelynn Bedsworth

Artistic: Mickey Lund
Education: Scott Nichols
Human Resources: Fran Marchand

Marketing: Timothy Sayles
Operations: Wes Bedsworth
Production: Jeannie Christie

The Colonial Players, Inc. is a 501 (c)(3), non-profit organization and donations are tax-deductible to the fullest extent of the law. For your records, our tax ID number is 23-7074203.

(a) A question was posed as to whether the Reflections information presented to the Board, A-Team, and director/producer of the show is anonymous, and if the information is being acted upon. The answer to both questions is yes.

e. Education

(1) Refer to written report within the General Membership packet.

(2) The specialized QLab training held this past weekend went very well and provided a lot of new information on how our programs work. Specialized ETC training for the light board will be occurring on November 4 and 5.

(3) Scott Nichols is interested in resurrecting the Director's Roundtables in the spring. If anyone is interested, please let him know.

(4) There are still 4 spots available for the New York City trip in March 2017. If you are interested, please let him know. If more people sign up, we will be able to take a bus and make the trip cheaper.

(5) The Archives Team is currently on hiatus. Scott is looking for someone who has a Library Science or archiving background to lead the team. Scott plans to contact Maria Day at the Maryland State Archives to see if they have an intern interested in taking on the project.

(6) The scholarship will be announced in November, and the deadline will be in February. Dianne Hood will be heading that committee again and will be ramping up spreading the word about the scholarship!

f. Human Resources

(1) Refer to written report within the General Membership packet.

(2) Thank you to all volunteers who help out over the course of the year. If you are interested in volunteering, please email hr@thecolonialplayers.org.

g. Marketing

(1) Timothy Sayles is planning to establish stronger relationships with the media outlets.

(2) Tim also plans to continue to grow the digital footprint of CP over the coming year.

h. Operations

(1) Refer to written report within the General Membership packet.

(2) Wes Bedsworth thanked Lynda Cunningham and her Box Office team for running another great subscriptions drive.

(3) Thanks to Kaitlin Fish for taking on the larger job of comp ticket tracking and processing! Show contact lists should still be sent to the Membership Chair at this time, who will provide the information to Kaitlin.

(4) Membership is now tracked through our online ticketing software, ShoWare. You can now purchase a membership online!

(a) A question was asked about purchasing multi-year memberships online. At this time it is not possible, but if you would like to pay for multiple years, just contact the membership chair, Kaelynn Bedsworth.

(5) A committee was formed to research new options for our theater floor and seats. A survey was sent out to patrons, members, etc. to gather information about wants, needs, and ultimate desires. The committee will look at those suggestions, and start researching and reviewing options as the year goes on. This is a long-term project that would likely not come to fruition for 2-3 years. We did have a company come in to fix some broken seats that were in need of dire repair.

i. Production

(1) Refer to written report within the General Membership packet.

(2) A consultant came out to meet Fran Marchand and review the costume cage space to see if we can utilize the space better. A second company will be coming out to consult as well. Currently these consultations have been free.

(3) If anyone would like the boat from *The Cripple of Inishmaan*, please email production@thecoloniaplayers.org. Free to a good home!

4. New Business

a. None

5. Open Forum

a. Debbie Barber-Eaton presented some information on the plan for the perceived nudity in *Calendar Girls*. The idea is to make the audience believe that these women are nude. While not everything will be set in stone, the plan is to strategically utilize lighting, props, and costumes to create the realistic vision of nudity, without requiring actual nudity. If any ladies have any questions, please do not hesitate to contact Debbie at calendargirls@thecolonialplayers.org.

b. A request was made to attempt to provide the general meeting packet ahead of time for review by members.

(1) The Board strives for this each meeting, but will be making a renewed effort to establish a pattern of earlier sharing of information and quicker posting of minutes after the meetings.

6. Meeting Adjournment

a. **A motion was made to adjourn the meeting at 8:51 p.m.** The motion was seconded.

(1) The motion carried unanimously.

Respectfully submitted,
Kaelynn Bedsworth, Treasurer