



## THE COLONIAL PLAYERS, INC.

108 EAST STREET  
ANNAPOLIS, MD 21401

### General Membership Meeting Minutes

Tuesday, September 29, 2015

**Attending:** Darice Clewell (President), Kaelynn Miller (Treasurer), Theresa Riffle (Secretary), Lois Evans (Assistant Artistic Director), Scott Nichols (Education), Shirley Panek (Human Resources), Timothy Sayles (Marketing), Wes Bedsworth (Operations), & Jeannie Christie (Production)

**Absent:** Herb Elkin (Vice President) & Mickey Lund (Artistic)

**1. Meeting Commencement:** The meeting was brought to order by Darice Clewell at 7:31 pm.

**2. Approval of previous meeting minutes (Wednesday, March 18, 2014)**

A motion was made and seconded to approve the minutes as presented. **The motion passed unanimously.**

**3. Approval of Agenda**

A motion was made and seconded to approve the agenda as presented. **The motion passed unanimously.**

**4. Officers' & Directors' Reports**

a. President- Darice Clewell

(1) Refer to written report.

(2) St. John's College is hosting an exhibit of Shakespeare's First Folios--Colonial Players will look into options for involvement in this. If you have any ideas for getting involved (events, getting a group together to see the folio, etc.), contact Darice Clewell.

(3) A question was posed about the reference in the President's report to the Resolution amendment allowing the Board to select an appropriate substitute for the Board Representative at auditions, should no Board member be available to attend. Darice explained that it was expanded to allow for more availability should we need an option other than the Producer.

b. Vice President- Herb Elkin

(1) Refer to written report.

#### Board of Directors

**President:** Darice Clewell  
**Vice President:** Herb Elkin  
**Secretary:** Theresa Riffle  
**Treasurer:** Kaelynn Miller

**Artistic:** Mickey Lund  
**Education:** Scott Nichols  
**Human Resources:** Shirley Panek

**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.*

- (2) Herb was unable to attend the meeting.
- c. Treasurer- Kaelynn Miller
  - (1) Refer to written report.
  - (2) Kaelynn asked for assistance from anyone who specializes in commercial insurance. She would love to have them become a member of the Finance Committee. Contact Kaelynn Miller ([treasurer@thecolonialplayers.org](mailto:treasurer@thecolonialplayers.org)) or Darice Clewell ([president@thecolonialplayers.org](mailto:president@thecolonialplayers.org)), if you are interested or know someone who may be interested.
- d. Secretary- Theresa Riffle
  - Refer to written report.
- e. Artistic- Lois Evans
  - (1) Refer to written report.
  - (2) Mickey Lund was unable to attend. Assistant Artistic Director Lois Evans represented him. No questions were posed.
- f. Education- Scott Nichols
  - (1) Refer to written report.
  - (2) Colonial Players is still looking for interns for the coming year.
  - (3) Scholarship Program- Please let any high school seniors or college students know about the Colonial Players scholarship. Information will be posted on the website in November. The application deadline is January 1, 2016. The available scholarship funds amount to \$5000 this year.
  - (4) Workshops—Please check out the schedule of workshops. Our next workshop is “Intro to Stage Lighting” on October 17<sup>th</sup>. The full schedule is available on the website.
  - (5) Scott would love to welcome new members to the Education Team, specifically the Archives Project Team. If you are interested, please contact Scott Nichols ([education@thecolonialplayers.org](mailto:education@thecolonialplayers.org))
- g. Human Resources- Shirley Panek
  - (1) Refer to written report.
  - (2) Shirley is always looking for help with opening night parties, audition greeting, and more. Contact Shirley Panek ([hr@thecolonialplayers.org](mailto:hr@thecolonialplayers.org))
  - (3) Shirley plans to hold a Holiday Potluck this year and is looking for ideas and volunteers with that event.
- h. Marketing- Timothy Sayles
  - (1) Refer to written report.

(2) Tim Sayles is looking for an editor/proofreader. If you are interested or know someone who may be interested, please contact him ([marketing@colonialplayers.org](mailto:marketing@colonialplayers.org)). Tim thanked Laurel Kenney for being our Editor for the past four years.

(3) Tim thanked Connie Robinson for becoming Assistant Marketing Director.

(4) Tim is looking for other people interested in joining the Marketing Team

i. Operations- Wes Bedsworth

(1) Refer to written report.

(2) The Lobby AC is now working! Bair Essentials installed our new AC system. New ducts were installed in the dressing rooms to help it stay cooler in that area. Bair Essentials will be our new HVAC maintenance company.

j. Production- Jeannie Christie

(1) Refer to written report.

(2) If you are interested in helping with the continued housecleaning at the Annex, please contact Jeannie at [production@thecolonialplayers.org](mailto:production@thecolonialplayers.org).

(3) Frank Florentine provided some information on the repertory light plot we are using this year (a plot which doesn't change from show to show, except for the addition of lighting specials), which has greatly reduced the time needed to hang lights between the 1<sup>st</sup> and 2<sup>nd</sup> show. A member commented Colonial needs to find new ways to keep those interested in the Hang Gang involved, since their involvement is now lessened with the work reduction.

## 5. Unfinished Business

a. Article V.A.3

**(1) A motion was made to approve the amendment as presented. The motion was seconded.**

(2) Discussion: Several members indicated that they preferred the Operations Director to be elected by the membership. A member noted that there is a clause that allows Directors to run past their term limits as long as there are no other nominees. A note was made that the addition of the "no suitable candidate" to the ballots (should that Bylaw amendment be approved) allows for the membership to not elect someone they do not feel is qualified for the job. Several members also spoke in favor of the amendment, due to the appointment being done by the member-elected Board, who would ideally be representing the wants of the membership. A member posed the possibility of keeping it as an elected position, but just removing the term limits on the Operations Director position.

(3) **The motion carried as presented.** 16 votes in favor, 11 opposed, 4 abstentions

## 6. New Business

- a. Article II.B
  - (1) **A motion was made to approve the amendment as presented. The motion was seconded.**
  - (2) **The motion carried.** 33 votes in favor, 0 opposed, 0 abstentions
- b. Article V.A.3.(a)-(d)
  - (1) **A motion was made to approve the amendment as presented. The motion was seconded.**
  - (2) **The motion carried.** 33 votes in favor, 0 against, 0 abstentions
- c. Article V.B.1.(a)
  - (1) **A motion was made to approve the amendment as presented. The motion was seconded.**
  - (2) **The motion carried.** 32 votes in favor, 1 opposed, 0 abstentions
- d. Article V.B.2.(b)
  - (1) **A motion was made to approve the amendment as presented. The motion was seconded.**
  - (2) **A motion was made to amend the recommended bylaw to change the “will” to “shall”. The motion was seconded. The motion did not carry.** 1 vote in favor, 26 opposed, 1 abstention
  - (3) **The vote to approve the amendment, as originally proposed, carried.** 29 votes in favor, 1 opposed, 1 abstention
- e. Article V.D.2
  - (1) **A motion was made to approve the amendment as presented. The motion was seconded.**
  - (2) **A motion was made to remove the final sentence:** “If the vacancy occurs during the first year....to complete the remainder of the term.” **The motion was seconded.** The motion carried. 23 votes in favor, 5 opposed, 4 abstentions
  - (3) **A motion was made to approve the amendment as amended. The motion was seconded. The motion carried.** 28 votes in favor, 4 opposed, 1 abstention
- f. Article VI.B
  - (1) **A motion was made to approve the amendment as proposed. The motion was seconded.**
  - (2) **A motion was made to replace in item 7. “For three months” with “by October 31<sup>st</sup>”** **The motion was seconded.**

(3) **A motion was made to amend item 7.** to “until after approval of the election meeting minutes by the Membership”, in addition to the previous amendment. **The motion was seconded. The motion carried.** 34 votes in favor, 0 opposed, 0 abstentions

(4) **A motion was made to amend item 5.** to “Write-in candidates are not accepted. A write-in will be considered a spoiled vote for the candidate in question”. **The motion was seconded. The motion carried.** 29 votes in favor, 3 opposed, 2 abstentions

(5) **A motion was made to amend item 6.** by changing “majority” to “plurality.” **The motion was seconded. The motion carried.** 29 votes in favor, 1 opposed, 2 abstentions

(6) **A motion was made to approve the additions to Article VI.B, as amended.** **The motion was seconded. The motion carried.** 28 votes in favor, 4 opposed, 2 abstentions

## **7. Membership Model Presentation- Shannon Benil**

a. Shannon Benil presented a PowerPoint presentation from the committee that evaluated our current membership benefits. Shannon thanked the members of this committee: Shannon Benil, Andy McLendon, Eric Gasior, Nancy Janelle, Nathan Bowen, Colin Hood, Richard Atha-Nicholls

b. Darice Clewell presented the members of the Membership Task Force who are reviewing the evaluation and how we can take action on the recommendations put forth by the Membership Evaluation Committee. The members of the task committee are: Darice Clewell, Richard Atha-Nicholls, Shannon Benil, Andy McLendon, Kaelynn Miller, and Shirley Panek.

c. A member commented that they would like it to stay simple.

Andy McLendon clarified that membership would still be required to run for the Board, or serve on a policy-making Team.

## **8. Open Forum**

Thanks were extended to Shirley Panek and the Season Celebration Committee for a great Season Celebration.

**9. Meeting Adjournment: A motion and was made and seconded to adjourn the meeting at 9:52 pm. The motion passed unanimously.**

Respectfully submitted,  
Kaelynn Miller  
Treasurer (for Theresa Riffle, Secretary)