

The Colonial Players, Inc.
General Membership Meeting Minutes
Tuesday, September 23, 2008

1. Call to Order

The meeting was called to order at 7:34 pm by Carol Youmans, President. Other Board members present: Beth Terranova (Secretary), Herb Elkin (Treasurer), Ron Giddings (Artistic), Barbara Marder (Education Special Projects), Pat Browning (Human Resources), Bob Brewer (Production). Absent: Dan Kavanaugh (Vice President). 14 members attended the meeting.

2. Approval of Agenda

The meeting agenda was approved as presented.

3. Approval of Minutes

A motion was made and seconded for approval of the Minutes of the General Membership Meeting of May 27, 2008 as written. The motion carried unanimously.

4. Officers' Reports. Written reports were included in the meeting book distributed to attendees. Board Officers presented highlights from their reports.

a. President

Carol Youmans thanked everyone who worked on facility improvements and artistic endeavors over the summer.

Carol asked members to save the dates January 10, 17 and 24 for a "Winter Huddle". She is seeking Board approval to assemble a cross-section of long-time volunteers and other members and patrons interested in the future of Colonial Players to search for our future; to look at where we want to be in five years and ten years. She views it as an opportunity to look at our past and present and the environment around us, and figure out where to go from here.

Carol provided the information for Dory Miller's memorial celebration at Quiet Waters Park on Wednesday, October 8 at 3pm.

Carol provided an update on subscription information. The season is 55% subscribed – 10,677 seats out of 19,440. It is a higher subscription rate than last year on more seats.

b. Secretary

Beth Terranova announced that the updated versions of the Resolutions and Bylaws are now posted at the "About Us" Tab on the Colonial Players website. The minutes of the General Membership meetings are also posted there.

c. Treasurer

Herb Elkin explained he was still performing the year-end close out and transition of funds with Mike Gidos. Herb provided and discussed a preliminary close-out of the 2007/2008 Season. On the whole, income exceeded expenses.

5. Directors' Reports. Written reports from the Artistic, Education/Special Projects, Human Resources and Production Directors were included in the meeting book distributed to attendees. Board Directors presented highlights from their reports.

a. Artistic Director

Ron Giddings reported that play selection has started. Beverly van Joolen is the chair. There are almost 100 titles on the list already; anyone with a suggestion can notify Beverly or Ron.

Ron thanked everyone who helped with the productions over the summer.

b. Education/Special Projects Director

Barbara Marder announced she is in contact with someone to work with dramaturgy.

Barbara announced the first workshop of the season – “Brush Up Your Diction” with Lars Tatom. She is planning the workshop for late October. She suggested two dates: Wednesday night October 22th or Saturday October 25th. The members indicated Saturday morning would be the better option. Beth Terranova will put a notice in the October Newsletter.

Barbara requested input for post-show discussions for the upcoming shows.

Barbara provided an update on the Theater trip to New York City January 30 – February 1, 2009. She has reserved 18 double rooms; the \$860.00 cost of the weekend would include 2 show tickets, a seminar at Roundabout Theater and bus transportation. Attendees will have to submit a deposit before Thanksgiving, with the balance due at the first of the new year.

c. Human Resources Director

Pat Browning announced the Season Celebration for 2008/2009 would be combined with the Colonial Players 60th Anniversary Celebration.

Pat solicited volunteers for party hosts and hostesses, as well as tech and backstage volunteers for *A Christmas Carol*.

Pat invited the members in attendance to view the kitchen renovations after the meeting.

d. Operations Director

Wes Bedsworth clarified that the new roof covered the lobby space in addition to the space over the theater. He and Heather Quinn provided updates on the lighting and sound systems.

Wes explained the new standard e-mail address for the Colonial Players Board Members and other selected positions.

In response to a question, Wes explained how the new Assisted Hearing Devices work.

e. Production Director

Bob Brewer announced that the updated Production Manual has been submitted for posting on the Colonial Players Website.

Bob stated that his team is now focusing on recruiting and training. Mindy Braden has volunteered to develop a mentoring program.

Bob said that after conducting maintenance on the light board over the summer, there are sufficient issues with the operation and technical support for the current equipment that warrant pursuing purchase of a new board. Richard Koster will be heading a team to gather information on procuring a new board.

Bob said that fireproof material is needed at all the entrances in the theater. Jim Robinson has purchased material and the curtains will be installed before the next show (*Rabbit Hole*).

Four new mobile costume racks have been purchased. Two are at the annex and two at the theater.

6. New Business

Budget. Herb Elkin presented the 2008/2009 Budget approved by the Board of Directors. He explained individual line items.

7. Open Forum.

In response to a question regarding the membership renewals, Carol Youmans explained Bryant Centofanti is working on a separate mailing. Because the mailing is going out late, current memberships are extended to October 31, 2008.

Barbara Marder commented on the proposal to initiate an internship program. She thinks schools are reluctant to release students outside of their institutions.

Carol Youmans responded to a question about the janitorial schedule prior to show openings. She asked that any further questions or issues be addressed through Operations Director Wes Bedsworth.

Charlotte Robinson mentioned that there are still 100 Colonial Players 50th Anniversary books in stock. Since this is another anniversary year it is a good time to sell them. Carol Youmans agreed and thought they should be sold for \$25.00. Wes Bedsworth asked if there was any consideration for doing a supplement. Carol Youmans stated the Board of Directors would address the issue.

8. A motion was made and seconded to adjourn the Meeting at 8:35pm. The motion carried unanimously.

Beth Terranova
Secretary of the Board
The Colonial Players, Inc.