

Pullman Civic Theatre Board of Directors Meeting | MINUTES

Meeting date | time 5/14/2016 9:00 AM | Meeting location Jeri Harris's House

In Attendance

Jeri Harris
Janice Clark
Chloe Haagen
Travis Gray
Kami Cornwall
Dave Coyle
Kristin Lincoln

Absent

Amy Voltz
Holly O'Conner
Kevin Owens

AGENDA TOPICS

Agenda topic *Suessical the Musical* |

Discussion

The board discussed the issue of the rehearsal schedule for *Suessical* was not planned out enough in advance and some actors were confused on when to be there. The amount to pay the musicians and the accompanist was also discussed along with Rosemary's commitment to help with those costs. It was also noted that Rosemary has volunteered to help any children that are struggling to learn their songs. The Board also discussed marketing for the production and set building plans.

Conclusion

- The Directors and the stage manager will work to create a clearer scheduled enough in advance so actors do not get confused
- The board agreed, per suggestion, that each member of the ensemble be paid \$100 and the accompanist \$500
- Kami will change the sign on the street in front of the theatre for *Sussical*
- A library display and a reading is also in the planning stages to help produce the show
- The parts of the set will be built at Nye Street
- Dave and Kevin and talked with Pullman Building Supply and have struck a deal for \$40 to \$50 off items except for lumber
- Dave will be purchasing paint for the float

Agenda topic *Meet Pullman Event* |

Discussion

The Chamber has invited PCT to have a table during the Meet Pullman events this summer. It would require a PCT representative to be at every Meet Pullman event they hold plus \$250.

Conclusion

The board decided to think about the opportunity and decide at next meeting. The board was concerned about the time commitment that would be involved.

Agenda topic *Newsletter* |

Discussion

The next issue of the newsletter needs to be completed in the next month

Conclusion

Article assignments were given as below

Newsletter topic	Person responsible
Odd Couple follow up	Kristin
Sussical the Musical preview	Penny
Dracula auditions	Travis
Recipe	Janice
New Board Members Spotlight	Kami
Presidents Letter	Jeri

Agenda topic *Website* |

Discussion

The board discussed that current status of the new website. Kristin has set up paypal for online ticket purchases. Kristin is working on a new website design. Once a new site has been build she will send it out to the website team first to review then to the board for review.

Conclusion

The website will be completed and live in time to advertise the new site at the Lentil Festival in August.

Agenda topic *Production Management Team and Future Productions* |

Discussion

The board discussed that they would like to get back to the model of the Production Management Team (PMT) presenting show ideas for the board for approval instead the PMT approving and moving forward on productions without input or permission from the board. Ideas for shows that could be produced were discussed as was the possibility of eliminating the Sunday matinee and replacing it with a Saturday matinee. Discount tickets for seniors and students was also discussed.

Adjourned

11:43am

Next Meeting - June 11, 2016 – 9:00am