

Pullman Civic Theatre Board of Directors Special Meeting | MINUTES

Meeting date | time 7/23/2016 10:00 AM | Meeting location Daily Grind Coffee House

In Attendance

Jeri Harris
Janice Clark
Travis Gray
Kami Cornwall
Kristin Lincoln
Kevin Owens
Jason McDougall

Absent

Amy Voltz
Chloe Haagen
Dave Coyle
Holly O'Conner
Will Schlott

ANNOUNCEMENTS

- Special Guest – Tom Harris (PCT Business Manager)
- Jason McDougal is a new board member

AGENDA TOPICS

Agenda topic *Finance – Presented by Tom Harris* |

Discussion

Tom presented the numbers from *Suessical the Musical*. PCT came out roughly \$1000 in the black. Six pack sales were strongest they have been. The company is roughly \$4000 in the black on the year.

Conclusion

Tom would have liked to see a bigger profit from the production but the board agreed that the show was a success for PCT and paved the way for more successful productions in the future.

Agenda topic *Building upgrades* |

Discussion

The board discuss multiple projects they would like to see completed in Nye Street including work on the seats and bathroom upgrades.

Conclusion

As Dave is currently unable to take on any projects Holly will take over the execution of repairs needed in the space.

Agenda topic *Social Media* |

Discussion

PCTs following on Facebook has significantly increased due to the popularity of Suessical and the increase in posts on the page.

Conclusion

Kristin would like to form a social media committee to expand PCTs presence onto other platforms and will contact board members interested in participating.

Agenda topic *Next Season* |

Discussion

The shows have been chosen by the Production Management Committee for next season. They include: Barefoot in the Park, James and the Giant Peach, And Then There Were None, and Babes in Toy Land. Barefoot is being sponsored by Tracy Brelsford. The board also discussed doing matinées on Saturday instead of Sunday for the summer show as some families do not like having Sunday shows. The board also discussed adding extra shows like radio plays and readers theatre.

Agenda topic *Lentil Festival* |

Discussion

PCT will have a table at the Lentil Festival on Friday Night (August 19th). Set up will begin at 4pm and tear down will be around 10pm. Volunteers are needed. PCT will use the Lentil Fest to announce the new season and to launch the new website.

Conclusion

Multiple board members agreed to participate.

Agenda topic *Parks and Recreation Acting Class* |

Discussion

Kristin presented the idea of doing an acting class through Pullman Parks and Recreation. PCT would be in complete control of the class and will be marketing it as a PCT course. Parks and Recreation provides the administration, some advertising and space. PCT is able to choose the course fee amount and Parks and Rec will take a small amount of the fee (\$5 - \$10).

Conclusion

The Board agreed this would be a good opportunity and Kristin and Travis will work to put together a full proposal.

Agenda topic *Stair structure from Suessical* |

Discussion

The Board had originally planned on donating the Stair Structure build for Suessical to the High School. Concern was raised on liability in case the structure were to not hold up to high school student use and the risk that could put PCT in.

Conclusion

The Board agreed to have the piece broken down and donate only the raw materials.

Adjourned

11:45am

Next Meeting - Sept 10, 2016 – 9:00am (There will not be a meeting in August)