

**MINUTES OF THE MARATHON COMMUNITY THEATER
BOARD OF DIRECTORS – February 17th, 2009.**

The meeting was called to order by Claudia McEwen at 6:00 pm. Present were Loretta Geotis, Paul Buckley, Mike Edwards, Alicia Merel, Sylvia Rickett, Tom O’Neil, Suzanne Terpos, Gail Burnett, Arnie Steinmetz, Rita Irwin, Lauren Spinelli, Paula Pettorini, Marianne Benvenuti and Pat Robenolt. C.J. Geotis, Fred Hundhammer, Kay March-Adorno and Kathryn Rummery were absent excused.

Approval of the Agenda: Motion to approve, seconded and passed, with the Finance report moved to earlier in the meeting.

Minutes: Motion to approve, seconded and passed.

New Business:

Proposal for seats J1&2 at half-price for Company. There was some discussion regarding both poor show visibility and trip hazards to patrons. Tom made a motion to remove the seats. There was additional discussion that Loretta could, as in the case of the first row of K seats, save them for last and then sell them at half price, explaining the situation to the patrons. Rita mentions that patrons may not really understand what “really bad view” means. The motion passes unopposed. There was further discussion about the K seats, with no changes in the current policy as of yet.

Proposal that the GM should be able to make decisions about the use of meeting space for non-profits coordinating with the VP of Production, but without the need to take to the board each time. Claudia would like this to be a policy. A motion was made and passed with all in favor.

Need to discuss ticket prices for next year for budget purposes. There was a lot of discussion based on current economy and etc. Tom proposed to maintain the current prices for this season. The motion was seconded and passed with one opposed.

Old Business:

Proposal for dance program in June – Cheri Edwards and Rene Svendsen passed out a printed proposal. Cheri Edwards explained the idea is to put together a single dance showcase performance, lasting approximately an hour. The suggested date is June 20th. Auditions and rehearsals will be based on the OWO process. There would be a small reception after the performance, including a “trade show booth” with information about all the different dance classes available, along with sign up sheets, as well as general information about MCT. The proposed price was \$5 and an item for donation to the domestic abuse centre. There was some discussion about “staffing” the performance, and Cheri mentioned she has a “dream team” in place, with back up plans in case someone on the team is unavailable. There was some concern about burning people out, for example the areas in which few people do the same thing over and over again. Lauren moved to

approve, Arnie seconded. Rita mentioned the possibility that it would create competition with OWO, since there will be similarities with what people see for much more money at the fundraiser (including complaints in numbers were repeated). There is some discussion about raising the price in order to avoid some potential complication with OWO.

Marianne mentioned that this new idea needs a budget, since someone will need to sell tickets. The motion to do the program passes with all in favor. Regarding price, discussion varied between \$10 and \$20, until Tom suggested \$12, was seconded and passed. Claudia asked for an update for the next board meeting.

Finance report: Lauren passed out printed finance reports, and discussed that reported that we should look into putting a banister or some other kind of protection on the steps that leave the theater – he almost run down when leaving the building the other day. Lauren asked that each committee chair review intentions and plans in preparation for the next budget submission. He suggested that a 3-year average should be taken into consideration. Claudia suggests that Loretta email the budget calendar to all on the board. The Finance Committee approved another principal payment in addition to the regular mortgage payment.

Paula brought up that people work very hard to be volunteer at MCT, and that it has come to her attention that some people feel burned out and under-appreciated in a couple of areas. For example being expected to pay the same price for drinks as patrons. She suggests an idea along the lines of setting aside some budget money set aside for drinks and refreshments during performance runs. Another idea would be to give two tickets to actors in plays instead of one. There was some discussion, and it seems that other board members have heard very few such comments about lack of appreciation, so the consensus was not to make any changes. Claudia mentioned that in the past there was such a budget and situation, and the budget was severely abused! Claudia mentioned that we had thought of putting a fridge in the back for the cast to put their own refreshments in. Alicia suggests that we should move to get said refrigerator, in order to at least alleviate the problem and provide some convenience. At the end of the show, cleaning the refrigerator would be a part of the strike procedure. Space is an issue, and we would need to think this through. Claudia mentioned instead of one big fridge, two smaller ones that could be side by side and the used as a counter might be easier to fit in. Marianne mentions that each director/stage manager will have to set basic rules (such as no alcohol) in order to avoid issues, especially when many people are sharing the same space, such as during the musical. The refrigerator issue should be pursued, including space and cost.

President's Report: Claudia discussed the recent patron falls and how the situation should be helped by the change in the seats. Paul and Suzanne have been added to the existing Cinema committee. Regarding the email vote from last meeting: Guys and Dolls and mirrors were both approved.

VP Production: Alicia (rightfully) bragged on the Steel Magnolias gross profit of \$25222!!!! The budget was \$19000. Alicia mentioned that area of savings was in the

large quantity of wigs MCT has. Claudia mentioned that the original stock of wigs was donated by a lady with breast cancer who had very many of them. Marianne mentioned cast worked hard on their own costumes, which also saved money. Alicia mentioned her appreciation toward Michael the videographer, who did a fabulous and fast job on the video. Alicia also reported that *Company* is rehearsing, and that the license for *Guys and Dolls* has been successfully obtained for next season.

Playreading: Alicia reported that other plays are being read and a concrete proposal should come up soon.

Staff Report:

1 BOX OFFICE REPORT

- a) Body count for January is 2487.

2 OTHER STUFF

- a) Thank you to CJ and Paul for re-wiring and moving the cinema computer to a new location for a much-improved working environment.
- b) The issue with people tripping over the corners of the risers in front of the K seats and the J seats has been partially taken care of. CJ and a friend, John Thomas, spent most of a day rebuilding the platform, moving the seats, re-installing the carpet etc. to make this a safer area. The J side will be done as soon as possible.
- c) Henry Flagler tickets are selling very well. I have arranged numerous public appearances for Mr. Jellinek, and I hope you will help to promote the event and make it a success.
- d) The Florida Keys Watercolor Society reception will be held here on March 8 from
- e) Preliminary schedule has been set up for volunteers at the Seafood Festival. We are in need of a pop-up tent if anyone has one that we could borrow. We will distribute flyers promoting *Company* and *Rumors*, membership, dance classes, etc. I have also ordered a small item to offer for sale and plan to sell popcorn as well to promote the cinema. I plan to have a drawing for free cinema tickets and two free tickets to *Rumors*.
- f) Six new volunteers attended the volunteer school on February 5. Most have already volunteered for specific slots, including one who will be working back-stage on *Company*.
- g) I have *Company* flyers to distribute. Please take a few and put them up wherever possible.

- h) The wall has been measured in the Producer's Room for the mirrors and should be installed within a couple of weeks from now.
- i) Miracles never cease! Some representatives from the roofing company supplier (Stevens) were in the Keys a couple of weeks ago and called to stop by and go up on the roof for an inspection. They reported that all is holding up as it should and to please contact them should we have any further issues.
- j) I am in the process of securing submissions of artwork for the next couple of seasons for the brochure. I have received one as of this date. I am also working with all my artist contacts to get the word out for this project. If you know any artists or anyone who would be interested in submitting art for this project, please have them contact me.
- k) The Seven Artists show which hung during *Steel Magnolias* was a great success. A total of twelve paintings were sold totaling around \$2100. Our share was approximately \$420.
- h) If you turn it on, please turn it off. If you unlock it, please lock it, if you open it, please close it, if you take it out, please put it back, etc. If you are the last one in the playhouse, please check in the cinema to see if Bob or someone is still over there so you know who is responsible for setting the alarm.
- l) Reminder: *Directors/Producers – The schedule book is full almost every day with rehearsals, etc. Please don't forget to consult with the GM and VP of Production in your rehearsal schedules, cast information, meetings, use of rooms etc. Check in with me to make sure we are not duplicating scheduled time slots. And, please be considerate of those who are rehearsing and in meetings, regarding noise and interruptions. Thank you.

As always, if any board member has any questions or concerns – please feel free to contact me directly in the business office at 743-0408 or via email at gm@marathontheater.org. Loretta Geotis, MCT General Manager.

Committee Reports:

Committee reports were abbreviated since most members had left for rehearsal.

Finance: Above.

By-Laws: No report.

Stage Committee: No report.

Historical: No report.

Building: Paul reported that the emergency lights are tested and in working order. Loretta reported that the cinema slide computer has been moved to the loft area, wired in and in a much better situation; that seats K1 & K2 are now at floor level and hopefully this will help the safety issue (thanks to CJ and friend John Thomas for these two things); Stevens Roofing called while in the area and came and inspected their work on the roof; and the committee is asked to give us options as to the safety issue at the bottom of the front stairs (directly into parking lot with no sight line): maybe a speed bump?

Membership:

General Membership Meetings for 2009

March 11th/ June 3rd/ September 2nd/ December 2nd

Nominating: Claudia reported that CJ is working forward on who is off, up for re-election, etc. There will be a report at the next meeting.

Cinema: Alicia reported that they have established regular meetings. 36 people have used and enjoyed the assisted listening devices.

Entertainment: No report.

Props/Costumes: No report.

Other: None.

Good of the Order:

Adjournment: Meeting adjourned at 7:11 p.m.

Submitted by Sylvia Rickett, Secretary, with the assistance of Claudia McEwen once Sylvia left for rehearsal.