

**MINUTES OF THE MARATHON COMMUNITY THEATER
BOARD OF DIRECTORS – January 20th, 2009.**

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

Approval of the Agenda: Motion to approve, seconded and passed.

Minutes: Motion to approve, seconded and passed.

New Business:

a. **AHEC proposal** – that MCT offer space for health screening and the availability of a nurse for consultations. This proposal is similar to the flu shots set up. AHEC would use the gallery, and have many available dates. They are asking for a couple of days. The flu shots are very successful and there was some discussion about the positive exposure for MCT. A motion was made that MCT provide the space for up to 4 days, these days being weekdays and not interfering with any of our current items on the schedule. The motion passed.

b. **Dance production** – Loretta mentioned the idea for a dance production based on seeing the dancers working night after night, with so few opportunities to perform onstage. She discusses the idea of putting a show together, for example after Rumors is done. Cheri has volunteered to help put it together. Claudia suggests that coordinators and dance instructors put together a proposal and present it at the next board meeting.

c. **Seafood Festival booth** – Loretta (March 14 & 15) thinks it is a great opportunity for MCT to make a presence, both for locals and for people who come out of town especially for the event. The booth costs about \$125 for non-profits, and Loretta also believes that merchandise will sell. The major commitment would be manning the booth and Loretta already has some people who have committed to help. CJ suggested keeping it strictly PR instead of adding merchandise; maybe even having a TV set up with some production videos. Tom makes a motion to do it. The motion was seconded and passed with all in favor. Arnie asked if this is in the budget. Loretta has some money for over and above advertising. Kathryn suggested mugs, bags and so on as well. We could even try to use up existing inventory as opposed to ordering specially, since this is the first time we are going. Claudia requested that a temporary committee, headed by Loretta, be set up to discuss and plan details.

d. **Fred proposed that a matinee** be added to the Rumors run in May. A motion made, seconded and passed to do so on the 2nd weekend of the production.

e. **Invitation from Founders Park** for the performance of a couple of songs from Company during the “Upper Keys Concert in the Park” event on Feb 28th in the afternoon. They have been interested in working with MCT and would like about 3 songs from Company. The concert is free, attendance is 250 to 350 people, and they have welcomed us to pass out flyers. Their ultimate goal would be to have people from MCT

to come up every now and then to perform, but there is no commitment. This subject has not yet been discussed with the cast, and Rita mentioned that in the past mileage has been paid. Claudia suggests discussion with the cast, and if feasible, to then figure out the costs.

Finance Committee: Lauren requested to move the financial report up on the agenda since he would need to leave to rehearsal soon. The finance committee is changing its meeting to the 3rd week of each month, in order to try to provide a timely report at the board meeting. The committee recommends paying only the regular mortgage payment this month, since MCT has some large bills coming up soon. Please read the reports that were passed out and ask any questions to Lauren. Over the last couple of years, the question of changing the membership year from August to July has come up, with the thought of accommodating the fiscal year. This question has had mixed reviews and Lauren asked if anyone knew the reasons for the current practice. Claudia mentioned that the current practice arose from issues years ago, and that these issues no longer exist. The change can be done, however, any Membership changes require changing of the by-laws, so there is no immediate solution. The change can be proposed and the by-laws committee would have to come up with wording, and a vote would need to be taken.

Old Business:

a. Henry Flagler presentation questions – Loretta discussed that “Henry” wants us to make the reservation for accommodations at Coconut Cay, and be responsible for the fee by taking the money off the tickets revenue sales from the box office. Arnie opposes since there are only 2 advance tickets sold and so does Alicia. This would put MCT in a position to committing almost \$1000 dollars to advertising and accommodation guarantee. Claudia believes we will sell the tickets necessary to cover the costs, but is concerned about setting a precedent, since our policy does not provide for this kind of guarantee, and we are not prepared to change the policy for this. The Board agreed.

b. Mirrors for producer’s room – **Paul/CJ:** Paul researched for the 2 options previously discussed and obtained approximate prices of \$2300 for the back wall and \$680 for the front wall for installed mirrors. The professionals strongly recommended that we don’t try to install them. Home depot also has mirrors: to cover the back wall the cost would be \$300, and this would entail the sacrifice of the electric outlets. CJ suggests that if we do the project in-house, that the mirrors could be glued to plywood. CJ also thought about using sliding doors such as those used for closets, hanging them a short distance from the wall, which would create storage space. Kathryn mentions that mirrors on both walls might cause a visual problem, and that losing room space could be a concern for large groups rehearsing. Alicia mentioned that having mirrors on the smaller (front) wall would be OK if the dance groups switch around so that all have the opportunity of learning with the assistance of the mirror. Kathryn Rummery made a motion to install the bottom mirrors on the wall where the mirrors are now and to have it done professionally by All Keys Glass at the proposed estimate of \$677. Tom O’Neil seconded the motion. Since a quorum was not present by this time in the meeting, it will be email for a vote on Wednesday, Jan 21.

Staff Report:

1 BOX OFFICE REPORT

- a) Body count for December is 1157.

2 CINEMA

- a) The new computer tower is up and running and much more efficient and stable. Thank you.

3 OTHER STUFF

- a) All the new computer equipment is up and running. For the first time in my MCT history, everything is up-to-date, networked, and working beautifully. Thank you so much! One piece of equipment that I will put into the budget for next year is the ticket printer.
- b) *Steel Magnolias* is well underway. Tickets are selling. We have approximately 500 seats left for the run of the show. All responses have been overwhelmingly positive.
- c) Art Fandango was a huge success with approximately 175 people in attendance. We did very well with concessions sales that evening and to date we have sold seven pieces of artwork.
- d) Julie Joyce and I taped the BUZZ TV segment which aired on December 30. We also had a great radio appearance by a portion of the cast of *Steel Magnolias*.
- e) We have been invited to bring a couple of “sneak previews” from *Company* to appear at the Upper Keys Concert Association concert in Founder’s Park in Islamorada in February. Details to come.
- f) We have sold a greater number of gift certificates this season due to promotion.
- g) Most all the chairs are painted. Thanks to all who have contributed to that project, especially Eric’s dad, Dalton, and Jean Tout who painted the majority of them.
- h) Paul and I have a few building related projects to complete and would like to talk with the building committee immediately following this meeting.
- i) If you can take a poster for the Henry Flagler performances for display around town, please let me know. I am working on some guest appearances for him and would like to see this project succeed. If you will support this, I would be most appreciative.
- j) I still have programs to collate. Please let me know if you have any time no matter how little.

k) 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.

President's Report:

Claudia reported that Nancy Rainaud has resigned from the board due to scheduling conflicts with her employment.

Committee Reports:

Kathryn Rummery notified the board that she has resigned as the director of the MCT Chorus. The chorus has been invited to appear at The Marathon Yacht Club next December. We will need to issue a notice to see if anyone is interested in stepping up to take the directorship for the coming year. Arnie Steinmetz expressed his heartfelt thanks accompanied by the entire board for Kathryn's outstanding service for the past eight years.

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

Finance: Above.

VP Production: Alicia and Claudia reported on the TAA financial report: Under budget and profit of over \$15,000. Actual numbers are in the finance report. There may be a few costume cleaning bills still outstanding but they are minor.

Stage Committee: Everything is up and running and in good shape according to Tom.

Playreading: Alicia reports that *Guys and Dolls* has been proposed for the musical for the 2009-2010 season and Fred Hundhammer has offered to direct the show. Arnie made

a motion to accept this proposal, seconded by Tom. This, too will be put out as an email vote to the board.

Building: Paul reported that the emergency lights are tested and in working order. Paul has repaired the leaking door over the cinema. The rope lights in the main theatre are to be completed as soon as possible. The faucets in the cinema restrooms have been replaced. Three new emergency lights were purchased and replaced. The couch used in The Amorous Ambassador is on the loading dock. Marathon Garbage Service wants \$35 to pick it up. Arnie volunteered to haul the couch over to his property to be picked up. MGS picks up such items for residents for free. Paul will help load the unwanted couch.

Program: No report.

Historical: No report.

Entertainment: No report.

Membership:

General Membership Meetings for 2009

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

Nominating: No report.

Cinema: Cinema committee will meet on Wednesday, January 28 at 6 p.m. Arnie noted that numbers in theatres nationwide has significantly decreased over the past year.

By-Laws: No report.

Props/Costumes: No report.

Other: None.

Good of the Order: Loretta thanks the board for the approval to purchase the new computer equipment and reports that all is working and we are currently in the 21st century equipment-wise. A new ticket printer will be included in next year's budget.

Adjournment: Tom made a motion to adjourn, seconded by CJ. Meeting adjourned at 7:11 p.m.

Post Script: The two email votes (mirrors and musical): both issues passed unopposed.

Submitted by Sylvia Rickett, Secretary, with the assistance of Loretta Geotis once Sylvia left for rehearsal.