

**MINUTES OF THE MARATHON COMMUNITY THEATER  
BOARD OF DIRECTORS – June 16<sup>th</sup>, 2009.**

**The meeting was called to order by Claudia McEwen at 6:05 pm.** Present were, Paul Buckley, Mike Edwards, Alicia Merel, Sylvia Rickett, Fred Hundhammer, Kathryn Rummery, Pat Robenolt, C.J. Geotis, Lauren Spinelli, Loretta Geotis and Suzanne Terpos. Rita Irwin, Marianne Benvenuti, Gail Burnett, Jim Pettorini, Paula Pettorini, and Arnie Steinmetz were absent excused. Tom O'Neil was absent.

Claudia welcomed the new board members, both those who were re-elected and those newly elected.

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

**Minutes:** Motion to approve, seconded and passed.

There was some discussion about whether absent board members could call in to participate in the meeting and/or vote for officers. Board members wishing to opine on known upcoming subjects can do so prior to the meeting (by email or proxy). There is also the opportunity to address matters through the minutes prior to their final approval at the following meeting. Alicia made a motion that conference calls not be accepted for this meeting. The motion was seconded with all in favor. Lauren mentioned that Jim Pettorini had shown interest in running for Treasurer if nominated, and accepting if elected. Claudia confirmed this by reading an email from Jim.

**Staff Reports:**

General Manager:

**1 BOX OFFICE REPORT**

- a) Body count for May is 1311.

**2 OTHER STUFF**

- a) We are in the processing of closing out the fiscal year. If anyone has any outstanding reimbursement requests, please get them in by Friday, June 19, so they can be paid and cleared for the year end.
- b) Tah-Dance is ready to go. Tickets are going quickly, please get yours asap. If you can, please bring a hand-held snack for after the show. Thank you. Snacks will be free, drinks at a cash bar.
- c) The new art in the gallery is displayed by Julie Joyce and Ann Lynch. With the closing of The Bougainvillea House Gallery, I offered our space for the summer to these ladies. It is all for sale with the usual 20% of any sales coming back to us. Tell your friends it is here, and if you are interested in a purchase or know someone who is, please call me. The plan is to leave it here through One Weekend Only unless we need the wall space for that event.

- d) The DAC III Advisory Committee will meet here on July 8 at 9:00 a.m. This is the meeting that will review the Bricks & Mortar grant application. I will be in attendance as a representative of our grant request.
- e) Submissions for brochure cover artwork have been received and will be presented for your vote at the June meeting.
- f) Reminder: Playbill advertising promotion will start in early July. Anyone who is good at selling advertising or would like to help with the project, please see me.
- g) Still have a few chairs to paint and there is always a to-do list of minor housekeeping projects for anyone with spare time.
- h) Special thanks to all those who made Pampered Palms 2009 a terrific party!
- 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 – 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.

**Note: I will be out of the office from June 29 through July 3 for vacation. I'm always reachable by cell phone at 305-797-1704.**

*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](mailto:gm@marathontheater.org). Loretta Geotis, MCT General Manager.*

Loretta indicated the relatively large amount of paper documents printed up for each board member at meetings and suggested that these documents be emailed prior to the meeting and board members print and bring their own. Lauren moved that we approve the suggestion. The motion was seconded and passed with all in favor.

**President's Report/Executive Committee:** Claudia reported that the committee has not met since the last board meeting. She extended her thanks to the Executive officers and the Board for their support. Claudia mentioned that she couldn't run for President again due to the time commitment necessary for the job.

#### **Election of New Officers:**

Claudia called for nominations for President. Fred nominated Alicia, Kathryn seconded. Lauren nominated Rita and Mike seconded. Claudia mentioned that Rita had sent an email stating that she would not like to be considered for President, but would like to be considered for Vice President of Production. Nominations were closed. Mike read a statement that generated a large amount of discussion. Mike was not in favor of Alicia's nomination for President. Various board members opined about leadership qualities and

qualifications, as well as the importance of continual growth and evolution of the organization. The discussion led to C. J. moving that the election be tabled until all board members could be present. There was a second.

### **Committee Reports:**

**Finance:** Lauren had passed out a printed report. He mentioned that the attention of the Finance Committee had been brought to a matter regarding the reporting of contracted employee salaries to the IRS. He mentioned that there was an error in this area and made a motion that it be corrected immediately. The motion passed with all in favor. The President noted that a motion was not necessary to correct an error, but that the Treasurer wished to document the support of the Board. The next subject of discussion was regarding the best way of reinvesting the CD that is up for renewal. The discussion centered on large, upcoming bills, such as sewer or the Bricks and Mortar grant projects (if granted), and on how to get the best interest possible on MCT assets while maintaining funds available if needed. It was agreed that the CD up for renewal be rolled over into a 30 month CD (currently offered by TIB at the rate of 2.75%) and that \$10,000 would be taken from Operating Reserves and placed in a 6 month CD at the best rate available (approximately 1.5 to 1.65%). Lauren recommended that the extra mortgage payments continue to be made. Lauren congratulated the committee, Loretta and Donna for their hard work in getting all the statements ready.

**VP Production:** Alicia confirmed Audition dates of September 12<sup>th</sup> and 13<sup>th</sup>. Eric has come forward to direct a summer reading, with tentative auditions for June 27<sup>th</sup>. The proposal calls for performances on July 31; Aug 1<sup>st</sup>, 7<sup>th</sup> and 8<sup>th</sup>. Paul volunteered to do lights. The title is *Van Chalk Straw*, which has never been produced. There will be an attempt to change the title to *The Puzzle Brigade*. The cast is 4 women and one man, the storyline a bittersweet comedy/drama. Alicia proposed that MCT do it, and Fred made a motion that we do it. The motion was seconded and seconded and passed with all in favor.

**Playreading:** Alicia reported that they are currently less active, since the slate is set.

**By-Laws:** Gail prepared and left copies of the proposal of the changes to the by-laws for each board member. Claudia asked that the board review and think of any other changes that might need to be made. She also suggested that we try to get more done over the summer. There was some discussion about the best manner to get by-law amendments approved by the membership, since the quarterly Membership meetings slow the process down. The possibility of emailing the proposed changes prior to the meeting was discussed. When thinking about additional suggestions for changes, please keep in mind that the By-laws address what needs to be done while Policies and Procedures addresses how it will be done.

**Stage and Sound:** None.

**Historical:** None.

**Building:** Paul reported that once *Tah-Dance* is over there will be plenty of projects to be done over the summer. The emergency lights have been tested and are in working order.

**Membership:**

General Membership Meetings for 2009: September 2<sup>nd</sup>/ December 2<sup>nd</sup>

**Nominating:** None.

**Cinema:** Alicia reported that there continues to be good progress. One new projectionist is almost trained. There are good discussions and issues are getting resolved.

**Entertainment:** Pat reported a lovely Pampered Palm party: the RED was fabulous. This year's Pampered Palm award went to Eric Rolfe and the Volunteer of the Year award went to Jackie O'Neil. Some of the decorations are being saved for Tah-Dance. Please bring small deserts and finger foods for after the show.

**Props/Costumes:** None.

**Other:** None.

**Old Business:**

FKEC came to check the lines involved in the tree removal from the loading dock and established that they are not power lines, but either cable or phone, so FKEC cannot trim the trees. Fred knows Richard April who has tools necessary for the job, and said he would talk to him.

**New Business:**

Loretta mentioned she had corresponded with Ruth Cadman and invited her to attend Tah-Dance. While Ruth cannot attend, Loretta put a thank you in the program and will send it to her. Ruth was the first dance teacher for MCT!

Lauren mentioned that we should schedule an emergency meeting in which election of officers should be undertaken before the end of the fiscal year. There was some discussion. Lauren moved to have an exceptional Board Meeting on June 23<sup>rd</sup>. Alicia seconded with the request of amending it to accommodate for the possibility of the 30<sup>th</sup> as a second option in case more people are in town on that date. The motion passed.

Various pieces of artwork for the brochures for the next three years were on display. All board members that were present voted on their choices, the votes were counted and the pieces picked.

**Good of the Order:** Adjourn.

**Adjournment:** Meeting adjourned at 7:31.

Respectfully submitted by Sylvia Rickett, Secretary