

Wabeno Area Players
Board of Directors Meeting Minutes
Tuesday, March 14, 2017
Wabeno Town Hall

Meeting called to order by Joshua Jameson at 6:05 pm

Directors Present-Joshua, Bob Brown, Daniel Boatright, Kathy Millan, Carol Bartlein

Absent – Linda Harter, Kimberly Odekirk

Present representative of Scholarship committee – Ginnie Riley

Minutes from January 9, 2017 approved – Motion by Bob and seconded by Carol. Vote carried with Dan abstaining because he was not present at meeting.

No treasurer's report however there is \$8381.68 in account (per Josh). Discussion was initiated by Bob concerning the need for two signatures on our checks. Hasn't every expense been approved via budget approval? Bob will call bank. (He did and found that having two signatures on our checks was set by WAP. To change it, WAP must act)

Post event analysis of February 9-12 performances of *The Hallelujah Girls*

- Very successful regarding quality of show and full audiences who expressed great enjoyment
- Bar was very successful and could have been even more productive if servers were more aggressive at intermission (especially Sunday)
- Getting sufficient volunteers was a struggle. Could that reflect time of the year?
- Desserts from Cassidy's were a success, though there was lengthy discussion about our need to serve food.

Update on May production – *The Letter*- May 25-28, 2017 – four performances

- Auditions Saturday, March 25, in Crandon and Wabeno – Posters and article out
- Budget of \$5660 approved – Motion by Daniel; second by Bob. Carried.
- Joshua spoke about concerns and needs of this show.
 - Costs for vocal and instrumental arrangements will be high and some difficult to obtain.
 - Filling production staff volunteer positions will be crucial: bar manager/coordinator, volunteer coordinator, organization coordinator, assistant director, stage manager.

There was copious discussion of funding opportunities and a plea by the president for all WAP members to get active. The areas discussed were:

- There was a motion by Daniel, seconded by Bob, for Joshua to investigate dates for a Rummage Sale at Madonna Hall. This sale would raise money for WAP and for improvements at Madonna Hall (electrical and bathrooms).
- There are grants available. We especially have a need to build our sound system. We need to pursue them.
- Daniel asked if we have a need for a critical mass of money. Do we know how to ask for money? Have we built a credit rating to warrant asking an institution for a loan? When soliciting a business ask to speak to the Director of Corporate Giving..
- When we know of an Individual who expresses an interest in donating have them make out a check to WAP. When a person wants to give, open the door for them to do it!

ANNUAL MEETING DATE – July 9, 2017. Motion made by Bob, second by Daniel. Motion carried. Time and place will be determined.

Old business items were as follows:

- Continue with evaluations from each show. They have helped immensely with our improvement of setting and service. We have found that overbooking and late entries lead to unhappy customers.
- The websites and Facebook have expanded our outreach. Josh is receiving further training that will cost, but it will be worth it.
- St. Ambrose Parish has replaced the sconces (and scones) in Madonna Hall.
- There is a little snag in our grant request to the Forest County Potawatomi for sound system. All requests to the Foundation must be made online. Josh will resubmit the proposal.
- Youth Theater Camp is June 19-23, 2017
 - Open to youth entering grades 4-8
 - Is daily from 8-12:00.
 - Cap at 50 children
 - Approval of budget of \$1350.00 was moved by Daniel, seconded by Bob and carried
- Our August production is at Wabeno High School Auditorium – *The Dastardly Doctor Devereaux* (a hilarious musical melodrama)– August 10-13, 2017 – four performances.
 - Approval of budget of \$5135.50.00 was moved by Daniel, seconded by Bob and carried
- Our September event is *Julia's Great Pie Bakeoff*– September 16, 2017 – Budget of \$530.00 was moved by Dan, seconded by Kathy and approved
- November production is *And Miss Reardon Drinks a Little* on November 16-18,
 - Only three performances?
 - Motion made by Bob and seconded by Daniel to approve budget of \$5440.00 (Insurance and liquor license costs must be separate budgetary item) Motion carried.
 - Carol will draw up budget proposal for Liability Insurance, Alcohol Liability Insurance, and Liquor license. (Renter's insurance should be added – see Other Business)
- Erna Rousseau Scholarship Fundraiser of a Mystery Theater at Crandon Hotel has been put on hold due to a catering obligation for the Crandon Hotel.
- The Reservation/ Credit Card Payment form was discussed. Daniel moved and Kathy seconded the form and its use when patrons make reservations. Motion carried.

The only Other Business discussed was if we need renters insurance for our storage unit. Daniel suggested that the policy cover the capital value and rental costs if we need to suddenly replace equipment and costumes during a show.

April 11 at 4:00pm is the next meeting of the WAP Board of Directors. Location will be determined.

Meeting adjourned at 8:10pm

Minutes submitted by Carol Bartlein
March 17, 2017