



Wabeno Area Players
Board of Directors Meeting
Monday, September 19, 2016
6:00pm
Wabeno Town Hall, Wabeno, WI
AGENDA

1. Call Meeting to Order
2. Approval of the Minutes from August 8, 2016 and August 28, 2016
3. Approval of the Treasurer's Report
4. Purchase of Equipment
 - a. Lighting Equipment
 - b. Stage
 - c. Sound
5. Approval of Setting Up Accounts
 - a. Amazon
 - b. EBay
 - c. PayPal
 - d. Square
6. Website Approval & Facebook
7. October Production-*Planting Season – October 13-15, 2016 – Four Performances*
 - a. Director Report
 - b. Production Report
 - 1) Bar-Permit
 - 2) Budget Approval
 - 3) Marketing
 - 4) Tickets/Reservations
8. November Production-*Cemetery Club-November – November 17-19, 2016 – Four Performances*
 - a. Bar-Permit
 - b. Budget Approval
 - c. Marketing
 - d. Tickets/Reservations
9. December Production-*Under The Mistletoe – December 15-18, 2016 – Four Performances*
 - a. Venue Contract
 - b. Budget Approval
 - c. Marketing
 - d. Tickets/Reservations
10. Arts People Presentation
11. 2017 Season
12. Venue Contracts
13. Patron/Sponsor Documents Approval
14. House Manger Responsibilities Approval
15. Performance Volunteer Handbook Approval
16. Old Business
 - a. Insurance Policy
 - b. Evaluations
17. Other Business
18. Adjourn

