



**Wabeno Area Players
Board of Directors Meeting
Monday, December 18, 2017
The Zuleger Residence, Townsend, WI**

The meeting was called to order at 6:08PM by President Josh Jameson. Board members present were Josh Jameson, Tim Derfus, Carol Bartlein, Bob Brown, and Kim Odekirk. Other members present were Linda Zuleger, Dave Zuleger, Rhonda Roberts, Laura Bobbe, Dan Bobbe, and Jolene Derfus.

The minutes from the August 1, 2017 BOD meeting were reviewed. Bob Brown made a motion to approve the minutes. Tim Derfus seconded. Motion carried.

Bob Brown presented the Treasurer's Report. Carol Bartlein made a motion to approve the Treasurer's Report. Rhonda Roberts seconded. Motion carried.

Josh read Linda Harter's letter of resignation. Carol Bartlein made a motion to accept Linda's resignation from the Board of Directors. Bob Brown seconded. Motion carried.

Tim Derfus, Chairman of the Nominating Committee, presented Linda Zuleger as the sole nominee for the open Board position. No other names were brought forward for the position. Bob Brown made a motion to close nominations. Carol seconded. Motion carried.

Bob Brown made a motion to cast a unanimous ballot to elect Linda Zuleger for the open Board of Directors position. Carol Bartlein seconded. Motion carried. Congratulations and welcome to the Board, Linda!

Tim Derfus made a motion to nominate Bob Brown for the Treasurer's position. Carol Bartlein seconded. Motion carried.

Carol Bartlein made a motion to cast a unanimous ballot to elect Bob Brown as the Treasurer of Wabeno Area Players. Linda Zuleger seconded. Motion carried. Congratulations on your new position, Bob!

A post event analysis of *And Miss Reardon Drinks a Little* was completed. Josh Jameson expressed how much he enjoyed directing and working with the cast and crew for this show. Other things that were discussed:

- Tightening up the time line during performances so that house workers, cast and crew do not have to report so early.
- Laura Bobbe brought up challenges waitstaff have because the patrons all arrive in a short time frame prior to the show. Laura wondered about trying to get additional staff.
- Suggestions were made for doing some things, like putting popcorn on the tables ahead of time, to help waitstaff.

-Linda Zuleger pointed out that in spite of the challenges of the waitstaff, patrons received great service and the shows started on time.

-Housing items from Madonna Hall during the performances in enclosed trailers in the parking lot does save time and effort with set up and clean up. We will continue to look for trailers to borrow for this purpose and may perhaps think about acquiring our own trailer in the future.

The next production, *Funny Thing Called Love*, was discussed. Josh presented a budget for the show. Carol Bartlein made a motion to approve the budget. Bob Brown seconded. Motion carried.

Other items regarding *Funny Thing Called Love*:

-We are still in need of 2 women and 2 men for the cast.

-Wabeno Area Players will pay an additional \$200 to the church for additional use of Madonna Hall during this production. This additional use includes being able to use the hall for all rehearsals and being able to set up the stage and lights 2 weeks prior to the performances.

-We want to be able to use smaller tables for the performances. We have found the 6 foot tables to work best. Kim Odekirk made a motion to purchase 6 tables that are 6 foot in length with the purchase not to exceed \$400. Tim Derfus seconded. Motion carried.

-We need additional lighting so that the center of Madonna Hall is better lit pre/post-show and during intermission. Tim Derfus made a motion to purchase the necessary lights. Linda Zuleger seconded. Motion carried.

Linda Zuleger made a motion to set the date for the Annual Rummage Sale Fundraiser for August 24-25, 2018. Bob Brown seconded. Motion carried. Josh said that he would contact Linda Boatright to see if she is interested in chairing this effort. There was also a discussion regarding the importance of having enough help to prepare for and hold this event. If we decide we do not have the time or the volunteers needed for the event, we can cancel it at a later date.

Josh noted two large items that have been donated to WAP: A chandelier and a 50" flat screen television.

The 2018 Production Season is in full swing. Josh discussed the manner in which shows will be approved for future seasons. A person who selects and presents a show to the Board for consideration must also be the one to direct the show. Those who have not directed for WAP in the past may need to mentor with someone or prove themselves in some other fashion before being allowed to direct a show.

Erna Rousseau Scholarship was discussed. The bank account for the fund was opened and maintained by the Nicolet Chamber Choir, which no longer exists. A new account needs to be established for these funds, and Bob Brown, as agent, will apply for a new taxpayer ID number for the Erna Rousseau Scholarship Fund. Bob said he will also file paperwork for 501(c)(3) status. Laura Bobbe, president of the fund, did not think it was necessary, and Bob and Laura confirmed the next day that 501(c)(3) filing will not occur for now.

Discussion was held concerning a Nancy Volk Scholarship. The consensus was to wait and see how the family would like WAP to be involved in this effort. Josh shared that he has already had conversations with the family and school administrator about putting a memorial plaque in the auditorium. We hope to be able to dedicate such a plaque during the summer production.

Josh reported that the Sponsorship Drive is underway.

Bob Brown shared concerns and updates about the Wisconsin Community Theater Association Membership Application. The application was filed months ago and has not yet been processed. Josh said that he would try to contact the head of the organization to get more information about their current activities and about the status of the organization. Josh will pass the information on to the Executive Committee so we can decide if we should move forward with the membership.

Josh noted that Wabeno Area Players will be sending a theater themed arrangement to Nancy Volk's funeral.

Bob Brown questioned the current practice of needing two signatures on a WAP check. Discussion was held about having only one required signature, but then having an Audit Committee review the Treasurer's books/reports once a year. Kim Odekirk made a motion to require only one signature on WAP checks. Linda Zuleger seconded. Motion carried. The following will be on the Audit Committee: Dave Zuleger, Dan Bobbe and Kim Odekirk.

Borrowing equipment from WAP was discussed. Josh reported that he has some sample forms for this purpose that he will share with the Executive Committee. Then, we can agree on a form to use when people want to borrow equipment from WAP.

Linda Zuleger made a motion to adjourn. Rhonda Roberts seconded. Meeting adjourned at 7:52PM.