CLOTA

Board of Directors Meeting

25 September 2018 at CLOTA Center Stage

1. Meeting convened at 6:37PM by Larry Lier, President
2. Pledge of Allegiance was led by Greg McAllister
3. Previous Minutes for July and August were reviewed
	1. No Corrections were needed; Minutes were unanimously approved
4. Treasurer’s Report
	1. Report given by Angie Pritchard, Treasurer
	2. Balances of Accounts: $2200.00 in Checking, $7000.00 in the Building Fund, $2255.00 in Savings
	3. Received property taxes and total amount due is $1300.00; Board voted unanimously to pay the first installment now and then pay the second installment later.
	4. Received a recurring charge from PayPal of $256.51 for the operation of our web browser; will be looking into other means of promoting the webpage without having to pay out so much.
5. Next CLOTA Board Meeting will be Sunday, October 14th at 2:00 PM prior to the General Meeting.
6. ON STAGE Newsletter will be going out soon
7. Lighting
	1. Report given by Greg McAllister
	2. Quote on new lights will be received tomorrow from company due to changes in pricing and a variety of options to go with
8. Ads
	1. Report given by Larry Lier
	2. Some ads are coming due so we need to look into what we want to do when it comes to publicity
	3. Will be looking into theater promotion but want a non-profit quote; Jenna wants to provide an ad at the theater for $180.00 and take it out of the show’s promotion budget
	4. With fence being built at the charter school, looking to possibly place poster there. Cost would be around $500.00 but it would provide a lot of promotion due to high foot traffic in that area.
9. Fall Show
	1. Report given by Jenna Tamblyn, Director
	2. Auditions went well! A lot of people showed up to hopefully play a part and it was difficult choosing who and having to turn away others.
	3. Rehearsals are going well but there is a concern of crunch for time but believe that it can be done.
	4. Larry Lier appointed to be Technical Director for show
10. Spookhouse
	1. Report given by Larry Lier, Christine was guest discussing promoting and maybe even moving Spookhouse to the Fair in the future
	2. Talked to Chip Holloway and he definitely wants us there at the fairgrounds. Will be providing us a space in Mesquite Hall where we can provide a demo maze that will draw and attract people to the Spookhouse Event held at Old Town Theater this year.
		1. Looking to do a maze for that area; small and with decor but no cast; will have people there to pre-sell tickets
		2. Need to get dimensions of the area, the simpler the better
		3. Jenna Tamblyn moved to have a mini-maze set up at the fair to promote Spookhouse, seconded by the Cotterells. The motion carried in favor by unanimous vote.
	3. Next year, we will look to see if we want to move the Spookhouse to the Fair. Chip is offering to pay for the insurance of our event and the cost of the facility but the Fairgrounds receives 50% of sales. There is some wiggle room for negotiations if we wish to receive more. Will look to see what we want to do next year.
	4. Kids and high schoolers want to do a fundraiser with the theme “Monster University” where people volunteer and teach classes on scaring, doing makeup and costumes, etc.
	5. Larry Lier, President, suggests that we look at advertising and setting a booth at the Farmer’s Market to promote the Spookhouse event
11. General Meeting
	1. The General Meeting will be Sunday, 14 October at 3:00PM
	2. Theme will be “Yuletide Mysteries”. The agenda will be finalized at the Board Meeting prior. We have agreed to have refreshments be finger foods and snack items with drinks being water, tea, and lemonade.
	3. Gabriel Gutierrez, Secretary will write out the announcement letters and have them mailed out ASAP. Decorations will be determined still but Gabriel Gutierrez, Secretary, offered to help set up.
12. 2019 Play Season
	1. Report given by Gabriel Gutierrez, Secretary
	2. After all the plays were reviewed and given comments, concerns, etc., the Board (save Gabriel Gutierrez, who recused due to being on the Play Reading Committee) unanimously voted to place into production the following plays and will be announced at the October General Meeting:
		1. Lilies of the Field
		2. Inn-Cognito
		3. I Hate Shakespeare
	3. The order and dates for the productions have not yet been decided but will be discussed at the next board meeting. The play reading committee will be in recess until after the CLOTA Banquet and then will begin reviewing for the 2020 Season.
13. Surveillance
	1. Report given by Greg McAllister
	2. After reviewing products, the cost for four cameras will range between $200.00 to $400.00 with a particular product
	3. The Board decided to table the purchasing of the cameras due to the need for internet which is still tabled for further discussion and we wish to know the price of lights first before anything else.
	4. We do need Richard to set up the flood lights though to be used as a deterrent to prevent people from loitering on the property.
14. No Other Ongoing Business
15. New Business
	1. Larry would like us to look into having a shredder for the office. Other suggested placing it in a box and then it can be taken monthly to be shredded somewhere. Discussion will take place on this at the next meeting.
	2. Patio has tire tracks, will be cleaned up. Larry was walking into the facility and noticed backstage lights were on and the trash was not taken out. Please be sure to take out trash and turn off lights after every rehearsal.
	3. Joshua talked about having an addendum link to the CLOTA website where people have access to the On Stage Newsletter as well as being able to pay for tickets and receive them online. However, it is a $2.00 service fee so we either have it taken out of the ticket price or we raise the ticket prices so it takes into consideration the service fee.
		1. Concern the Board has is that it would then cut ties and means with Red Rock Books who sponsor us and lots of members and people go there to purchase tickets, etc. The Board does not like the idea of having to raise the ticket prices or having numbers reduced due to this service fee.
		2. Will be tabled to the next Board meeting where further discussions can be held and other options have been looked over.
	4. Joshua recommended we do the Fireworks Booth next year and provided an application, the rules, and how it all works. If we wish to have a camper, can get a discounted rental from on base to have that weekend but will need to put in rental in January.
		1. Anticipated earning to range from $3000.00 to $4000.00 even after Phantom Fireworks has taken their share.
		2. Tabled to the next meeting for further discussion and deliberation.
16. No Other New Business
17. Meeting Adjourned at 7:49 PM.