VCCT Board Meeting 1/27/15

Meeting called to order at 7:05pm with 10 members in attendance: Carol Weidmann, Dianne Jenner, Jeani Camplain, Sally Sawicki, Erin Johnson, Amy Frank, Susan Young, Will Mingus, Kim Ekes, and Doug Kroupa

**Committee Reports**

Secretary - Amy

December minutes approved.

Treasurer – Jeani

Deposits $40.00  
Checks $322.75  
Interest $.37  
CD 1 unchanged $6339.72

CD 2 update balance to $6198.07 (at some point an interest payment went unrecorded)

CD 2 renewed on 1/3/2015 @ 0.25%  
Interest earned $7.81

Bank balance on 12/31/14 $4227.31  
Current balance to date is $6205.88

Dianne found a $20 rebate check that Jeani will attempt to cash.

Jeannette is working on a budget for Wrong Window.

Special Events – Diane

Reader’s Theatre for the Women’s Club Presidential Luncheon will take place at the Beacon on the Green next Thursday, Feb 5 noon-2pm. Contact Dianne for tickets. In the last 4 years, 60-99 people have attended the event.

Dianne is still talking with Lisa Chrisco about a Saturday night concert, possibly making it a multi-artist event at Hickory Grove in April or May.

Social – Kim

The Ice Hogs event was successful.

Season – Erin

Debby Katzman is willing to direct a “write your own” production for Fall 2016, and Erin is talking with Renee about partnering with Debby since Renee didn’t seem too excited about directing Tuna.

Jim Doherty is looking for a timeline regarding this summer’s production. He needs an AD & a producer. Jeani is willing to produce the show if someone would partner with her. Erin will ask Carrie.

Since the 2016 season has not been determined, season tickets will not yet include show titles.

Publicity – Susan

Susan provided information from Priority Promotions in Sycamore regarding long-sleeved VCCT shirts that would sell for $27 each (extra fee for XXL +). Topic of using these for crew was revisited with concerns about the heavy material and cleaning after each show. Noted to ask Jeani how many embroidered polo shirts she is storing and what sizes they are. Costumes/uniforms for 4 ushers + ticket booth attendants would be needed.

Suggestion was made to look at selling koozies, magnets, or flowers at shows instead of shirts. Jim Doherty might have information about fancy glasses we could sell. Carol moved to form a committee to discuss & price these alternative options. Doug seconded the motion. Committee will consist of Dianne, Doug, and Carol.

Susan has spoken with Jeannette about publicity for Wrong Window.

* Terry Dickow is writing the articles for the newspaper.
* Susan is meeting with San Gabriel tomorrow to discuss transportation for residents.
* Posters will be put up at the Senior Center, Lincoln Manor, & Countryside Village
* Suggestion to speak to Nippon Sharyo & the ethanol plant’s HR department for permission to put posters there. Kim volunteered to speak to Nippon.
* Tickets will be donated to the Aurora radio station once again in the form of an online code that can be redeemed
* Dianne has provided EnjoyRochelle.com with show info

Web/Newsletter – Will

Online tickets are ready to sell! They can be sold as general admission tickets, and Will pointed out we can sell anything online with this program (Tshirts, magnets, etc).

Will will include information about tickets and the show in the next newsletter. Give Will anything you’d like included in the upcoming edition.

Membership – Carol

Carol dropped off member applications to Wrong Window rehearsal but has not received any responses yet. Asking for ideas on how to encourage new members.

Erin suggested adding a Member Lounge (Member Mingle) before shows as a perk to membership.

Carol will email the completed “job descriptions” to all board members (Doug is writing one for sound). Please read & give Carol feedback.

Resource – Doug

Doug will set up for the Presidential Luncheon Feb 6.

A wrestling event is scheduled for Feb 21.

**Old Business**

Show Tickets

Tickets for Wrong Window are $12 each. There is a $1 discount on each ticket purchased online or tables of 8 can be purchased online for $80. The $1 coupon for the bank & newspaper will be honored at the door.

Options for savers cards were discussed. Future savers cards could have a unique code to redeem online. Will offered to generate codes that can be emailed to members to redeem online, generating a report afterwards. Carol made a motion to increase the cost of the saver’s card to $30 and start selling earlier. Doug seconded. Voted: 4 approved; 1 opposed; 5 abstained. Doug moved to eliminate Savers Cards completely. Carol seconded. Voted: 7 approved, 3 abstained.

The online system has been prepopulated with the information from our gmail account so existing “friends” can be selected instead of entering all their info at the ticket booth.

Early entry for handicapped accessibility is unnecessary since seats are pre-selected.

Determination was made that a newspaper article is needed to inform the public about the new ticketing system.

A diagram of theater seats needs to be printed (possibly laminated) for the ticket booth to indicate sold seats for each show.

Will will train Jeani & others on the system before opening night.

The replacement printer has arrived but probably won’t be ready for Wrong Window. We will probably need tickets printed for in-person sales.

Comp tickets for actors was discussed.

A catastrophe plan is needed in case the computer crashes on show nights.

RACF Grant

RACF will be electronically accepting grant applications Feb 1-28. The form cannot be saved and must be completed all at once. $43,000 will be distributed. Suggestions for grant included communications, a mountable follow spot, and ticket sale upgrades. After discussion, Dianne moved that we apply for $1600, committing to contribute $800 of our own money. Carol seconded. Doug will give Michelle Pease the information to write the grant.

**New Business**

NICNE

Northern Illinois Center for Nonprofit Excellence is a community-based program run by Rockford University graduate students that provides training to help nonprofits achieve their missions. We are now members and were asked if the project would benefit us. Everyone was excited about the possibility of helping us better market our shows & membership, especially outside of Rochelle. Kim volunteered to be the contact/liaison for them.

Exit Laughing

Sally procured the script for Exit Laughing and presented it as an option for a Reader’s Theater since there would be few rehearsals, no set, etc. Dianne currently has the script to read and will pass it along. It was suggested we try it in a Readers’ Theater format and perform later if the show is well-received.

Stage Improvements

Will initiated a discussion about improving the stage area by completely painting it black. We will need to approach Hickory Grove about the possibility. The curtain can be closed if/when there are other events held in that room although the track needs to be repaired. Sally will present the idea to OCCCA when they meet on Feb 19.

Upcoming Meetings

Feb 25 – Monthly board meeting at Amy’s office: Diversified Services 225 E IL Rt 38, Rochelle

Meeting adjourned at 9:30pm

**Action Point Summary**

**All –** Give Will information you’d like included in the next newsletter &/or posted on the VCCT website

Read the job descriptions Carol sends and be prepared to provide feedback

Sally – present to OCCCA re: painting stage area black

Kim – speak with Nippon’s HR re: posters

Jeani - count how many & what size polo shirts you have stored

Erin – Ask Carrie if she’d be willing to co-produce the summer show with Jeani

Email members to ask if anyone’s interested in being the AD

Doug – give RACF grant info to Michelle Pease

Amy – send Will minutes as a word doc so he can post online

Will – Print/laminate seat diagrams for Wrong Window ticket booth

Train Jeani (et al) on the ticket system

Dianne, Doug, Carol – meet to discuss fundraising