VCCT Board Meeting 11/19/14

Meeting called to order at 7:05pm with 11 members in attendance: Carol Weidmann, Dianne Jenner, Kim Ekes, Jeani Camplain, Sally Sawicki, Erin Johnson, Amy Frank, Susan Young, Carrie Johnson, Will Mingus, and Doug Kroupa

**Committee Reports**

Secretary - Amy

October minutes approved. Some board members reported they did not receive last month’s minutes so Amy will re-send and start bringing a copy to the meeting.

Treasurer – Jeani

Deposits $4106.00  
Checks $4388.45  
Interest $0.39

Returned (2) checks deposited (from Butterbraid sale) $52.00

Service charges for returned checks $10.00 ($5/check)

CDs remain unchanged

Current Balance $5,049.14

Membership – Carol

Carol reported there was “some success” with the membership booth at Menagerie, resulting in 11 new members! Agreed to do a membership booth again during the summer and fall shows.

An updated member/donor list was distributed, and some minor changes were made.

Resource – Doug

All Oz & Menagerie receipts were turned in. Jeani has not received the matching fund form from AT&T.

Discussion took place regarding how donors achieve Carnie Club membership. Since no determination or changes have yet been made, Amy made the motion to accept Doug & Jeannie’s receipts as qualification for Carnie Club membership. Dianne seconded.

Doug reported that 1 LED light popped out, and he expects the repair to cost $35.

The RACF grant application will be due in February. Michelle Pease and Peri Query have both agreed to help write the grant. Guitar Center projected the LED components Doug proposed would cost $2000. Carol expressed a preference for ellipsoidal lights for stage effects. Discussion revealed we currently have 24 instruments that control the Fresnels; each dimmer has 1200 watts; LEDs allow over 500 channels and are good for washes. A 2nd pipe would cost $500 plus the cost to weld it in place. It was suggested we list our lighting inventory (what we have and what works) and compile a pro/con list for the differences between LEDs and Fresnels. Since most board members only have a working understanding of lighting, a demo day was suggested - meet at Paddock Hall and show what LED and ellipsoidals can do.

Will suggested writing the grant for communication equipment for backstage and the house. Doug will research potential cost.

The sign for the spring show was discussed. Will will talk with Jeanette and get ideas to Carrie in order to put the sign up at Hickory Grove mid-January.

Special Events – Diane

Paddock Hall and Lisa’s schedules are conflicting so no date has been set for the concert.

Dianne needs someone to portray Jefferson, Adams, and Abigail for President’s Day in February at the Beacon on the Green. Tickets will go on sale in January.

Season – Erin

Renee is thinking about Tuna and will get back to us. Erin has also spoken with Jim Dougherty and Will Mingus about directing again. Kim expressed interest in directing again.

Dates for the fall show, Ordinary People, have been set: move in Oct 25; move out Nov 15; show dates Nov 6, 7, 8, 13, 14.

Publicity – Susan

Only 1 article was published in the paper for Menagerie so Susan plans to use someone else for upcoming shows.

No tickets were redeemed from the Aurora radio show for Menagerie, but agreed to try again for Wrong Window.

Susan mocked up a certificate that can be used as a thank you/recognition instead of a plaque for contributing businesses.

Samantha Province from Priority Promotions in Sycamore provided Susan with estimates for long sleeved logo shirts for use backstage: $25.75 each + $2 for XL, $3 for XXL, etc. for sizes up to 6XL. Any quantity can be ordered but the more we order, the lower the price. No mention of a set-up fee. Jeani reminded everyone she still has polo shirts at her house. Discussion took place regarding professional attire for ushers. Carol suggested asking them to wear a white shirt and black pants and we provide Mr. Vince vests and bow ties.

Yard signs were discussed and determined to be more effective for well-known shows. Dianne again suggested using real estate sign posts instead of the wire picks but no information about cost has been collected.

There is a $75 permit required to put up a banner at the intersection of 7th St & 10th Ave for 2 weeks plus the cost of printing the banner. Discussion regarding price vs. effectiveness resulted in tabling the idea.

A 3x3 space in the newspaper for Small Business Saturday is available for $79. No interest was shown in purchasing.

Social – Kim

Ice Hogs tickets are available for $15/person for the Jan 24 show. Kim will email the flyer to everyone with details. Tickets must be ordered from Kim before January 10. Will will put the information on the website. Doug will check on the possibility of a VCCT member singing the National Anthem at the game. Jenna Mingus has expressed interest.

Discussion took place re: acknowledging contributors at culminating events with certificates. Everyone agreed to allow directors to acknowledge people if they choose to, but the board will not. It was suggested that directors provide vignettes of upcoming shows at the culminating event next year.

Web/Newsletter – Will

Will provided a tutorial of the new ticket purchasing program. The software has been purchased and the web support has been paid for a year. After some discussion, Carol made the motion to purchase the ticket printer (approximately $300 plus the cost of the ticket cardstock) to employ for the spring show. Susan seconded. Voted to approve.

Will is currently working on a holiday issue of the newsletter.

**Old Business**

Menagerie Update

129 people attended the show

$1260 bank deposit

$1056.68 net loss currently reported but might change after final receipts are tallied.

Everyone agreed on a deadline of 30 days post-show for receipts to be turned in, and the treasurer will be expected to provide a recap the following month.

Wrong Window

Cast has been selected and is posted on the website. Scripts have arrived and were given to Will.

**New Business**

Hub Theatre

Some board members toured the theatre earlier this week. Investors who had the time and money have not had the emotional attachment to the project.

Points of discussion included:

* Potential liability while working on the theatre.
* It is structurally sound. The roof is good and the building has been winterized, but there are only 2 toilets for the 700 seat theatre.
* Estimate of $2500/month to maintain (utilities, taxes, etc). The utilities can only be forgiven for charities – not nonprofits.
* The city might front the initial $100,000 purchase and might help in-kind, but no commitment has been made by us or them.
* Other theatres have been successfully renovated (Egyptian in DeKalb, Coronado in Rockford, Classic Cinema in Downers Grove, Sandwich Opera House, St Charles), but consideration must be given to Rochelle’s “draw.” Where can visitors go for dinner before the show? For drinks afterwards?

Voted to continue the discussion at Sally’s house on Monday, Dec 1 at 7:00pm.

Holiday Parade

Elves are needed to walk in the parade to pass out candy canes. Line up at 5:00pm for the 5:30 parade on Friday, Dec 5. Contact Sally if you’re able to help.

Storage Shed

The shed was found open after Menagerie. The sliding bolt was not secured so the door could be opened without unlocking the padlock. Please be vigilant in securing our property.

Upcoming Meetings

December 1 at Sally’s house – Special meeting re: Hub Theatre

December 17 at Sally’s house – Monthly board meeting \*Note change to standard meeting date

Meeting adjourned at 9:45pm

**Action Point Summary**

**ALL – bring ideas/opinions to December meeting re: Carnie Club membership qualifications**

Amy –update member email list & email minutes to members

Kim – Email Ice Hogs flyer to friends and members

Sally – add Doug & Jeannie to Carnie Club plaque

Doug – submit matching fund form to AT&T

List lighting inventory   
 Research potential cost of communication equipment for grant

Check on possibility of singing the National Anthem at Ice Hogs game

Will – Purchase ticket printer

Discuss sign with Jeanette & get ideas to Carrie

Post Ice Hog ticket information on website