

POSSUM POINT PLAYERS

ARTISTIC COMMITTEE MINUTES

February 6, 2020

I. CALL TO ORDER – Chairwoman Marsha Shull called the meeting to order at 5:38 PM. Members present were: Marsha Shull, Lorraine Steinhoff, Bernie Noeller, Rosanne Pack, Jill Lewandowski, Diane Counts, Anthony Policastro, Richard Huffman & Donna de Kuyper. Also present were Dawn Conaway, Executive Administrator, Meg Kelly Director for Hay Fever and Stephen Dow Director of the Producers. Absent: Claudius Bowden, Donna Flomp, Gianna Voges, John Hulse, Fred Dean and Nina Galerstein,

Quorum was confirmed.

II. APPROVAL OF MINUTES AND ELECTIONS

A. Approval of minutes - Minutes of Jan 9, 2020 were corrected by changing the spelling of Roseanne Pack name to Rosanne whenever it appeared. Items 3 and 4 under New Business were OPEN and that was added. After properly moving (Richard Huffman) and seconding (Donna de Kuyper), the corrected minutes were approved with that correction. **CLOSED**

III. REPORTS

A. SHOW DIRECTORS

MAIN STAGE

1. Guess Who's Coming to Dinner- Les Ferguson was not present but reports of the play have been very positive. **INFO**

2. Godspell - John Hulse was not present to give a report **OPEN**

3. Hayfever - Meg Kelly was present at the meeting

a. Auditions will be March 8th and March 10th between 6 PM and 9 PM

INFO

b. Rehearsals will begin soon afterward **INFO**

c. Production team will be needed. Discussion of arranging for various aspects of assembling a production team took place. There is some information in the director's manual. A call will go out to find individuals available to assist with the show. **OPEN**

4. The Producers - Stephen Dow

a. The Executive Committee wanted to wait until we got closer to the show date and saw how ticket sales were going before committing to the additional expenditure for two more shows. In the meantime, actors who audition will be told about being available the extra dates in case. **OPEN**

b. The budget for a typical 6 show run will need to be presented in the meantime. **OPEN**

c. As far as opening up advance ticket sales for the entire season, there are some issues with the mechanics of getting that done. It is related to the actual process of opening up the tickets for a show. For that reason, tickets for the entire season are not yet an option.

However, it is likely that tickets for The Producers will go on sale earlier than usual. It is just that there is no set date at this point in time. **OPEN**

5. Elf - Kenney Workman - no report at this time **INFO**

AFFILIATES & FUNDRAISERS

1. On the Edge - is not going to perform Address Unknown in the festival later this month. **CLOSED**

2. All the Fixins - May 2 fundraiser. Donna de Kuyper reported the following:

a. Junior Wilson (banjo) and Chatty (percussion) will still be doing pre-show music

b. Food will be barbecued in a tent outside Possum in keeping with the Western theme of the show. Dinner however, will be inside.

c. Auditions will be Feb 28th and 29th.

d. Most rehearsals will be on Saturdays with individual rehearsals with Doug Yetter as needed.

e. Donna presented a proposed budget (Attachment 1). After properly moving (Richard Huffman) and seconding (Jill Lewandowski) the budget was approved for forwarding to Executive Committee.

OPEN

3. Back to the 80's - PJs **OPEN**

B. EXECUTIVE ADMINISTRATOR

1. Guess Who's Coming to Dinner ticket sales are at 98%

2. We received a grant from the Crestlea Foundation for \$20,000

3. The Delaware Division of the Arts (DDOA) challenge netted us an in kind contribution of \$8100

4. We also received a \$5,000 donation from someone who had missed the deadline for the DDOA contributions

INFO

5. The Distinguished Young Woman Event has been held at Possum Point for the last few years. They are looking to hold the event here again this year.

a. Their proposed date of August 8th conflicts with summer camp so will need to be moved. **OPEN**

b. Michael Murnin has agreed to create guidelines for events such as this. It is not clear whether he is just going to create the guidelines or is going to be the one who interacts with groups like this to arrange for preparation of the theater for the event. **OPEN**

c. There are needs for pre and post event preparation and cleanup. There are needs for sound and lighting for the event. Therefore, arrangements need to be made with members of both the Artistic Committee and Possum Point to address those needs. This will be forwarded to Executive Committee for further discussion. **OPEN**

6. In the future tickets will not be mailed to season ticket holders. This will be the instructions given with the Godspell ticket mail out explaining that tickets can be picked up as of

the Hay Fever performance. They will be picked up at the box office. Changes can be called in before the tickets are picked up. However, if a change is needed after the tickets are picked up, they must be returned to the box office for those changes to occur.

INFO

C. EXECUTIVE COMMITTEE REPRESENTATIVE - Rosanne Pack reported the following:

1. Some items were covered above as noted **INFO**

2. The Building Committee discussed the plans for the building addition (Attachment 2). From an architectural standpoint, it will look like it is part of the main building and not just an add on. It will close the back of the building to traffic. It is going out for bids. **INFO**

3. The lighting board is being replaced. The replacement will include both installation and training on use of the new board. **INFO**

D. ARTISTIC COMMITTEE MEMBERS

1. The Radio Theater has two live shows coming up. One is on Feb 7th and the other is on March 6th at the Milford Public Library. **INFO**

2. The P.J.'s are having a Monologue Competition on March 16th at 7 PM. Judges and prizes are being worked on. Anthony Policastro will open the sound booth for them a little before 5 PM. **INFO**

3. Costumes do cleanup on the third Sunday of the month from 2 PM until 4:30 PM. Help is always welcome. **INFO**

4. There is a question about microphone status for both wireless mikes and wired mikes. Anthony will check the booth for mikes when he comes in to do Guess Who's Coming to Dinner sound. Marsha will discuss with Kenney Workman. **OPEN**

IV. OLD BUSINESS

A. Addition of fundraisers, cabaret shows, etc to archives on the website. Tabled until March meeting. Nina Galerstein to report. **OPEN**

B. League of Women Voters - Tabled until March meeting. Nina Galerstein to report. **OPEN**

C. Parade request from Freeman Stage - they were requesting 12 individuals but we only had 2 volunteers so the request was declined. **CLOSED**

V. NEW BUSINESS

1. Budgets for On the Edge - Production canceled. See above. **CLOSED**

VI. ITEMS FOR EXECUTIVE COMMITTEE APPROVAL, NOTIFICATION OR INFORMATION

1. Referral of outside organization rental procedures for further discussion
2. Approval of All the Fixins budget

OPEN

VII. NEXT MEETING DATE - March 5, 2020 at 5:30 PM INFO

VIII. Announcements and Adjournment -There being no further business a motion was made (Donna de Kuyper) and properly seconded (Bernie Noeller) to adjourn the meeting. Meeting was adjourned at 6:48 PM **CLOSED**