

POSSUM POINT PLAYERS

Executive Committee – Minutes January 23, 2017

Call to Order - Call to order at 5:30 P.M. by President Jon Sharp. Present were: Jon Sharp, Michael Murnin, Louise Hartzell, Cat Baker, Gwyneth Sharp, and Cheryl Graves of the Executive Committee, Rosanne Pack and Ron Pakula representatives from Artistic Committee. Also present, Executive Director, Dawn Conaway and guest for On The Edge – Jim DeBastiani. Not present: Chuck Erbe.

Secretary Minutes from Previous Executive Committee – December 28, 2016

- Approved by unanimous consent upon motion made by Mike and second by Gwyn

Treasurer's report – Louise

- Recent expenses discussed – including new copier lease, high water bill (may be due to running toilets – they have been replaced).
- Treasurer's reports approved by unanimous consent upon motion made by Cat and second by Michael.

Executive Administrator Report– Dawn

- 298 Ticket sales to date for Enchanted April.
- Grant for Delaware Community Foundation due January 31, 2017. Grant to be used for capital improvements. Have rec'd estimate on roof repair \$22,500. Dawn questioned committee re: reviving the Capital Campaign. Cat made motion made to revive the Capital Campaign second by Louise. Approved by unanimous consent.
- Also – discussion of a fundraiser geared specifically toward the repair of our roof.
- Discussion on concern of the load bearing on our roof. Rosanne to check with Dusty (Dusbiber). May need to hire a Structural engineer.

Artistic Committee

- Have not yet had their meeting.
- 1/1/9/2017 - Email approval from both Committees for Becky Craft to direct "Driving Miss Daisy".

Fund Raising – Chuck (not present).

- Kenney has delivered checks to both participating groups: Georgetown Fire Dept. and Chad Spicer foundation from our 9/11 Fundraiser.
- Jon will contact Chuck Erbe to see if still interested in the FR position. Kenney has volunteered to co-chair w/Chuck (or accept this position if Chuck steps down).

Old Business –

- Building and Grounds –Jon presented a job description for B&G position drafted by Jim H. Discussion on draft. Suggest that supervising building cleaning be removed. Suggestion that there be a budget set up for this position, and that repairs, items beyond that budgeted amount come before the EC for approval.

- Jon will work with Jim H. to finish the job description, and contact Michael Phillips to see if he is interested in returning to the EC B&G position under the newly defined job description.
- Rosanne – not yet ready to present a safety/preparedness plan for the hall to include and emergency plan and evacuation.

New Business -

- On the Edge – request to add an additional performance of Age of the Moon on February 4th (off site). Approved by unanimous consent upon motion made by Gwyn and second by Cat.
- Discussion on change in monthly EC meeting date and time. Motion made by Cat to change to 3rd Tuesday – at 4pm. Rosanne seconded. Approved by unanimous consent.
- Louise – rider on insurance to cover “acts of terrorism”. EC – not interested in adding this extra coverage.
- Louise – 2017 will be last year to run dinner theatre. Beginning 2018 if PPP wishes to continue with dinner theatre, another person will need to coordinate and head up.

The next meeting of the Executive Committee is scheduled for **Tuesday, February 21 at 4pm.**

There being no further business the meeting was adjourned at 6:45 pm by unanimous consent.

Respectfully Submitted,

Cat Baker – Executive Committee Secretary