

POSSUM POINT PLAYERS

Executive Committee – Minutes November 14, 2017

Call to Order - Call to order at 5:00 P.M. by President Jon Sharp. Present were: Jon Sharp, Louise Hartzell, Cat Baker, Gwyneth Sharp, Cheryl Graves, Kenney Workman, Michael Murnin and Mike Barlow of the Executive Committee, Rosanne Pack and Beth Howlett, representatives from Artistic Committee, and Executive Director Dawn Conaway. Not Present –Chuck Erbe

Secretary Minutes from Previous Executive Committee – October 17, 2017

- Minutes approved by unanimous consent upon motion made by Kenney and second by Cheryl.

Treasurer's report – Louise

- Royalties for California Suite have been paid.
- Roof paid – waiting for invoice for gutters.
- Final financial report on Beauty and the Beast. Louise looking to recoup some of the expense by renting the costumes. Several local groups will be performing B&B in the near future.
- Treasurer's reports approved by unanimous consent upon motion made by Kenney and second by Beth.

Executive Administrator – Dawn

- Longwood Gardens Grant - \$15000.00 ☺
- Fruitcakes sales to date 679.
- AARP rental of the hall on October 25, 2017 went very well. Total made from event was \$569 includes hall rental and bar sales. Kenney, Rosanne and Dawn worked the bar.
- Dawn working on layout and template for the 2018 brochure. All complete except for 2018 art work – still waiting to receive from Erin.
- Dawn asks that all requested info for the Annual report be given to her shortly after Fruitcakes.

Fundraising – Kenney

- Kenney recommends that the Dreamers United Fundraiser be billed as PPP Fundraiser.
- Kenney has been approached by Glen L and a woodwind ensemble about performing for fundraising a one night event. Also a Jazz Ensemble. He will follow up with and see if they are donating their time.
- Michael M. will follow up with additional information on Movie Nights at PPP. Another source of revenue.
- Cheryl is making "pig" cookies/brownies and fruitcakes for Fruitcakes for Possum Bake table.
- Dawn has requested construction of a "PPP Sweets and More" cart for baked goods etc. and non-alcoholic beverages. Mike B. to construct.

Artistic – Rosanne

- Tara Wisely – new Representative of OTE. She replaces Fred Dean.

- 2019 season – How to Succeed in Business without Really Trying, Dixie Swim Club, Arsenic and Old Lace, Sleuth, and A Possum Holiday Revue. Kenney made a motion that EC accept the 2019 season. Gwyn seconded. All approved.

Old Business –

- Discussion on the amount of money paid for musical director and musicians. Mike Barlow suggested a meeting of our directors to reach a consensus of what we should be paying for this service. A Committee was formed – included: H, Michael M., Beth H., Jim H., Kenney. Jim H., was nominated as Chair.
- Artwork for the programs. Erin is to have the 2018 artwork to Dawn soon. She will be given the approved 2019 season and asked to have preliminary artwork in by March 2018.

New Business -

- Approval of Dreamer's United Fundraiser proposal. Approved by unanimous consent upon motion made by Mike B, and second by Kenney.
- Jon to write a letter to the Sussex County Council re: their proposed regulations on special events.
- Thank you gift for Patron Level (Those that donate \$500 - \$749). In the absence of Dinner Theatre this year, decision made to gift 2 Musical Tickets (of choice) and 2 Comedy/Drama Tickets (of choice). Approved by unanimous consent upon motion made by Cat and second by Michael M.
- Hall Cleaning – Dawn has spoken with Vantage Point Cleaning re: between show cleanups (on the weekends). He has quoted \$40/clean. Cat will revisit the MOU with DOC for the larger cleanings beyond Community Service "free" cleans.
- Keys – due to the # of master keys that are out, Mike B. will be re-keying Dawn's office. This will still allow access to the copier and the front office.
- Commercial Freezer is not working. Cat will send service provider info to Dawn.

Due to the Holidays there will not be an Executive Committee meeting in December. Any issues will be handled by email vote. Our next meeting will be with the AC and membership at the Annual Meeting. EC Meeting adjourned at 6:20 pm by unanimous consent.

Respectfully Submitted,
Cat Baker – Executive Committee Secretary