

POSSUM POINT PLAYERS

Executive Committee – Minutes October 3, 2016

Call to Order - Call to order at 5:45 P.M. by President Kenney Workman. Present were: Kenney Workman, Michael Murnin, Louise Hartzell, Cat Baker, Gwyneth Sharp, and Don Megee of the Executive Committee, Rosanne Pack and Ron Pakula representatives from Artistic Committee, and Executive Director, Dawn Conaway. Not present: Chuck Erbe, and Michael Phillips.

Secretary Minutes from Previous Executive Committee – August 22, 2016

- Approved by unanimous consent upon motion made by Don and second by Ron.

Treasurer's report – Louise

- Brief discussion on low balances and how to increase income. Presentation of pie charts to give visual representation of contribution to income, and expenses.
- Brown Paper Tickets soon to switch to direct deposit (deposit on Wednesday with funds available on Friday). This change will help with cash flow.
- Treasurer's reports approved by unanimous consent upon motion made by Rosanne and second by Gwyn.

Executive Administrator – Dawn

- To date 687 tkts. have been sold for Into The Woods.
- Screen in the theatre is functional. Do need a new computer for the projection. One has been ordered by Gary Conaway. (donation). In addition there is a need for a new Projector (cost \$575) – The money raised from the Into the Woods Autumn Raffle will go toward this purchase.
- 10/4 and 10/6 the EMTs will be using our theatre and parking lot for simulation of mass casualty and active shooter event.
- PPP has table space and will be participating in Return Day. Will need volunteers.
- Jim Hartzell to be recognized at the DE Arts Alliance on 10/10.

Artistic Committee – Rosanne

- Guide for Possum Production has been approved by the artistic committee. Motion by Louise , second by Cat and approved by Executive Committee that it be given to each cast and crew member participating in productions.
- Kevin Short is in the Sound position and is working with and training others.
- Derick Dutton and Chase Schirmer are co-sharing the Lighting position.
- Graphic Artist – Roseanne has received the thumbnails for 2017. She submitted choices back to artist. Anticipate that everything should be ready for our 2017 Season printing by the end of October.
- Some early discussion of swapping time slots of some of the 2017 shows due to casting needs.

Fund Raising – Chuck (not present).

- The 911 fund-raiser raised \$1500 for each group. A presentation (and press release) will be planned soon to present check to Georgetown Fire Department and the Chad Spicer Foundation.
- Ellen and Chuck are still planning on coordinating a silent auction in conjunction with the Holiday show. Dawn will contact them and get the word out to our membership for donations.

Building and Grounds – Michael P (not present)

- Michael Phillips is planning on painting the lobby area of the theatre between Christmas and New Year.
- Richard and Michael are planning renovations to the bar. They have designated the bar tip money for this project.

Old Business –

- Michael Murnin gave an update on *The Night of the Living Dead (the musical!)*. Things are progressing nicely. He is optimistic that the show will be ready for a staged reading at Possum in the spring.

New Business -

- Proposed budget for *The Miracle on 34th Street* – presented. Approved by unanimous consent upon motion made by Don, and second by Louise.
- Dawn was dismissed from the meeting. Executive committee had discussion on an increase in salary for Dawn and hourly wage for Gail. Approved by unanimous consent upon motion made by Michal and second by Cat.

The next meeting of Executive Committee will be **Monday October 24th at 5:30 pm**. There being no further business the meeting was adjourned at 7:10 pm by unanimous consent.

Respectfully Submitted,

Cat Baker – Executive Committee Secretary