

Call to Order at 4:49 by President Kenney Workman. Also present were Cat Baker (At Large), Michael Barlow (B&G), Cheryl Graves (Fund Raising), Louise Hartzell (Treasurer), Michael Murnin (VP), Rosanne Pack (Artistic), Gwyneth Sharp (At Large), Lorraine Steinhoff (Artistic), Dawn Conaway (Exec. Admin.), Leslie Snowden-Jones (Sec'y) and guests.

Topic	Discussion	Action Plan Who? What? When?
Guests	Grace Anne Boyes and Mary Ann Leager from M&T Bank shared M&T's position on sponsorships for non-profits, both financially and with volunteerism. They did donate a basket to the Oscars Fundraiser and helped with the roof previously. Kenney shared the history of PPP and brief overview of our programming and affiliates. Much discussion about developing awareness among employees and encouraging volunteers to work with PPP and ways to do so, and also as a venue for their meetings.	Dawn will email Grace Anne Boyes at GSmith1@mtb.com for the link for requesting charitable contributions for future use.
Minutes previous Executive Committee Meeting, February 19, 2019	Minutes perused. Noted new format. Michael M moved, and Gwyneth seconded to approve.	Minutes approved by unanimous consent.
Treasurer's Report Louise Hartzell	Louise shared YTD Profit & Loss Previous Year Comparison, Balance Sheet Prev. Year Comparison, and income report from <i>A Night at the Oscars</i> , which netted \$9,509.06. She noted moving \$9k to the Money Market fund from the fundraiser. Also noted that "Music" item indicates \$1k, but the De Kuypers donated \$500 of that to offset what was seen as a large expense for music. That is accounted for elsewhere. Same with Nina's donation of season tickets, which appears as season ticket income.	Cat moved; Michael M seconded; Treasurer's reports were approved by unanimous consent
Executive Administrator's Report Dawn Conaway	<ul style="list-style-type: none"> •Dawn shared current ticket sales for <i>How to Succeed in Business</i> – 571, second Saturday is still slow at 49. •Edward Jones' group is having a pre-party before <i>How to Succeed...</i> in the Green Room, with catering by Blue Water Grill, and are paying a \$50 cleaning fee •Summer Camp - Letter went out to former campers this week, ads in Sussex Co. Camp Guide and Events page. Campers' applications are coming in. 	<ul style="list-style-type: none"> •Edward Jones group using Green Room before opening of <i>How to Succeed...</i> April 5, 5:30-6:15. •Rotary will be at PPP Thursday, March 21 at 5:45 to present check to fund 10-11 campers. Lorraine will have some PJs here for photo-op.

	<ul style="list-style-type: none"> •Dawn sent check to join Delaware Theater Association. 	
Artistic Board Representatives' Report Rosanne Pack Lorraine Steinhoff	<ul style="list-style-type: none"> • <i>How to Succeed...</i> budget presented. Some discussion of flipping Publicity and Set expenses. Lots of wood has been purchased; though larger than most, a comparable set expense to <i>Beauty & the Beast</i>. •<i>Dixie Swim Club</i> budget presented and discussed. Noted difference in anticipated attendance for musicals vs. dramas. •Discussion of <i>Rimers of Eldritch</i> performance approval and usage agreement. Their rep agreed to two performances, but needs to take it back to group. •Discussion of upcoming release of <i>ELF</i>, with hopes of snagging it for the Christmas 2020 show. •Do not yet have approval and usage agreement for <i>Annie</i> with PJs. Cannot order license until paperwork is complete. •Reps shared that their group understands volunteer needs but would like to discuss at retreat. 	<ul style="list-style-type: none"> • <i>How to Succeed...</i> budget unanimously approved. • <i>Dixie Swim Club</i> budget unanimously approved. *EC tentatively approves PJs plans for <i>Annie</i>, pending budget. Roseann moved; Mike seconded; unanimous consent. Rosanne will let them know. •Await feedback re: <i>Rimers of Eldritch</i> from On the Edge group before EC approval. •Artistic budgets need to be attached to Minutes. •PJs Student Director needs Budget Package for <i>Annie</i> licensing to progress. (Who is on this?) •Discuss volunteering by affiliates within PPP at retreat.
Fund Raising Report Cheryl Graves	<ul style="list-style-type: none"> •Cheryl shared about reaching out to Delmarva Life for publicity; discussion of best ways, eg Letters to the Editor or press releases. •\$9509.06 raised with <i>A Night at the Oscars</i> •Mike B suggested an annual black tie optional event. Discussion. Change up theme. •Successes of <i>Oscars</i>: auction, show, step & repeat, food, champagne... •Cheryl raised idea of a <i>Dixie Swim</i> pre-party for Opening Night; Dawn suggested first Saturdays are lighter. 	<ul style="list-style-type: none"> •Think on who you know for access to publicity. •Thanks to <i>Oscars</i> food sponsors: Palate, Fish On, The Pines, Serendipity - Dawn •Think on viability of annual black-tie optional event. •Think on <i>Dixie Swim</i> pre show event.
Building and Grounds Report Mike Barlow	<ul style="list-style-type: none"> •Mike shared that painting has begun, will take 2 weeks: exterior must wait for sustained nights of 43° •Bar is torn out. In discussion with Tara who runs bar, biggest need is refrigeration. Mike shared a cooler he'd like to purchase. \$1200 plus shipping. •Discussion of new storage and old plans. We need an architect/engineer who understands need to not be an extension of current building, therefore requiring sprinkler system. 	<ul style="list-style-type: none"> •Mike B will get new bar cooler; Leslie moved, Lorraine seconded, unanimous approval. •Mike will have John Roach survey our property for awareness re: set-backs as we go forward with storage. •We need an architect/engineer for updated storage plans. Dawn has a contact and will follow-up.

Old Business Kenney Workman	<ul style="list-style-type: none"> •Retreat – met with rep from DANA, but they provide consultants, not money for a retreat. How much does Board want to spend? Both committees attend, ill need to look at by-laws, etc. •VOCE – keney reached out to Colin Armstrong to let him know we're receptive to a summer concert. No response yet. •Staff Evaluations and Wage Increases – Leslie, Kenney, Louise will meet. 	<ul style="list-style-type: none"> •Looking at Friday/Saturday April 26/27, possibly at Georgetown Presbyterian, for Retreat - ALL •Await follow up from VOCE rep Colin Armstrong - Kenney • Leslie, Kenney, Louise will meet to discuss Staff evaluation, wages.
New Business	<ul style="list-style-type: none"> •None 	
Items for Artistic Board		<ul style="list-style-type: none"> •Need follow up from On the Edge •Need <i>Annie</i> budget info from PJs
Announcements and Adjournment	Meeting adjourned at 6:11 pm. Moved; seconded; unanimous approval. NEXT EC MEETING TUESDAY, APRIL 16 4:45	Respectfully submitted by Leslie Snowdon-Jones. 3-21-2019