

Call to Order at 4:50 by President Kenney Workman. Present were: Cat Baker (At Large), Cheryl Graves (Fund Raising), Dawn Conaway (Exec. Admin.), Gwyneth Sharp (At Large), Leslie Snowden-Jones (Sec'y), Louise Hartzell (Treasurer), Michael Barlow (B&G), Rosanne Pack (Artistic) Absent: Lorraine Steinhoff (Artistic), Michael Murnin (VP)

Topic	Discussion	Action Plan Who? What? When?
Minutes Executive Committee Meeting, May 21, 2019	Minutes shared.	Minutes approved by unanimous consent upon motion by Louise and second by Gwyneth.
Treasurer's Report Louise Hartzell	Louise shared Treasurer's Report. Discussion of B&G monies for painting and floor cleaning, paying off mortgage.	Treasurer's report approved by unanimous consent upon motion by Mike B. and second by Cheryl.
Executive Administrator's Report Dawn Conaway	<ul style="list-style-type: none"> •1030 tickets sold to Dixie Swim Club; Lend Me a Tenor in 2018 was 865 Spitfire Grill in 2017 was 770. •Theatre Academy enrollment at 25, 11 in Drama Camp. •Distinguished Gentlemen Annual Pageant August 9 & 10 •Thanks to Georgetown Presbyterian for donation re: retreat. •Much discussion of taking credit cards at bar. We do use Square at the Box Office for other-than-ticket purchases (eg camp). •Discussion of bar help being trained. •Dixie Swim raffle earned \$593, Eileen Watkins won. 	<ul style="list-style-type: none"> •Unanimously approved dates for pageant (see left) on motion by Cat, second by Mike B. •Dawn will get a Square for bar. Leslie offered a Fire tablet.
Artistic Board Representatives' Report Rosanne Pack	•Shared discussion about Audition Notices and need to stress inclusion, focus on diversity, concerted effort to reach out.	
Fund Raising Report	•Cheryl queried procedure for 2020 fundraiser planning; some discussion of ideas as well. Will convene a committee.	
Building and Grounds Report Mike Barlow	<ul style="list-style-type: none"> • Mike shared painting estimate for kitchen, theatre, etc. with repairs/primer \$9933.85 •The bar is almost done, just needs some cosmetic work. •Mike cleaned and decluttered kitchen, discovered new Yamaha keyboard. •Looking at replacing ice machine. New contract with Atlantic for commercial machine \$3400. Some discussion of size, placement (bar?) 	<ul style="list-style-type: none"> •Mike to contact painting vendor to get quote for just theatre. •Mike will research smaller ice machine.

	<ul style="list-style-type: none"> •Discussion of getting cleaner so that comes off Dawn's plate. 	<ul style="list-style-type: none"> •Trash MUST be removed from lobby and theatre. All groups must carry garbage out or put in kitchen cans. •All – think on options for a cleaner.
Old Business Kenney Workman	<ul style="list-style-type: none"> •Staff Evaluations and Wage Increases – Leslie, Kenney, Louise will meet after Retreat. 	<ul style="list-style-type: none"> • Leslie, Kenney, Louise to meet Tuesday June 25, 4:45. Staff Evaluation, Wages, after Retreat.
New Business	<ul style="list-style-type: none"> •Leslie raised issue of volunteer training for both safety and security reasons. Suggested host needs to remain in lobby throughout show. Discussion of getting volunteers – as service hours, etc. •Rosanne shared Nosweatshakespeare.com as good resource before <i>Merry Wives</i>.. •Press releases for <i>Merry Wives</i>.. this coming weekend. 	<ul style="list-style-type: none"> •No decision re volunteer training.
Announcements and Adjournment	<p>There being no further business the meeting was adjourned at 6:07 pm by unanimous consent on a motion by Mike B. and second by Cat.</p> <p style="text-align: center;">NEXT EC MEETING TUESDAY, JULY 16 at 4:45</p>	<p>Respectfully Submitted, Leslie Snowden-Jones Secretary</p>