

Fremont Community Theatre and Literary Society, Inc.
Board of Trustees Meeting: August 17, 2020

Current Board (2020-2021)

Jim Posey, President
Sarah Stamm, Vice President
Lynne Wagner, Secretary
Mary Jo Foos, Treasurer
Daleen Askins, Chairman of the Board

Randy Brown, Trustee
Floyd Collins, Trustee
Ashly Conley, Trustee
Cyrus Foos, Trustee

Meeting location: Google Meet
Meeting called to order: 6:04pm

Guests

In attendance: None

Guest Comments or Concerns:

Secretary's Report

Board Meeting: None

Corrections to minutes: None

*With the above corrections noted:

Motion to accept: Cyrus Foos.

Motion seconded: Randy Brown

Motion carried: Yes

Treasurer's Report

Upon Request

*Motion to file for audit:

Motioned by: Floyd Collins

Show In House Report

No show is currently in-house

Liaison (last show) Report

No report given due to COVID shutdown

Correspondence

None

Committee Reports

Audit Report: None

Box Office: None

Building and Grounds:

Floyd Collins made a motion, "to purchase a door closer from Lowe's with an estimated cost of \$65 to install in the lobby."
Ashly Conley accepted the motion and Cyrus Foos seconded. Motion carried (with Floyd Collins abstaining).

Constitution and By-Laws: None

Costumes:

Sue Stotz has a stack of returned costumes from school(s) in the lobby. Lynne Wagner will touch base with Sue to go over a new agreement for costume/prop rentals.

Director's Resource Manual: None

Grants: None

Graphics Designer: None

Historian: None

House Managers: None

Lobby Décor: None

Marketing/Publicity:

Amy Wylykanowitz has requested an Intermission sign to be created for corner sign near Kroger and taken out of the approved budget for the year. After some discussion, there is no set budget for the year for Marketing, so it will be handled as a regular motion. **The motion was worded, "The Fremont Community Theatre Board will allow an Intermission graphic to be created for the marketing board near Kroger for an estimated cost of \$65." Cyrus Foos accepted the motion and Ashly Conley seconded. Motion carried (with Randy Brown voting no).**

Membership:

We currently have a total of 24 members (39 counting honorary members). Added Mike Amos, Pete Lowry, Cyrus Food, Ryan Randolph, and Ron Hill to the list.

Sarah Stamm is still waiting to get the Stanley results from John Ball. She's contacted him several times, but is having difficulty in verifying a date/time to deliver/pick up. Sarah also mailed out the invitations to the virtual Laurel awards (will set to premiere at 7pm) to be held on August 29th, along with an informal virtual membership meeting at 6pm. Sarah will work on handing out business awards and get video clips to include in the virtual Laurel ceremony.

Murder Mystery Troupe: None

Newsletter Editor: None

North Lot Planning: None

OCTA Delegate: None

Play Reading:

While the seasons are currently halted with no set date for return, it does make sense for Playreading to continue to research shows and learn more about ones that may work for FCT in the future.

There was some concern over previous issues with purchasing rights due to the limits set on the current credit card, which means that contracts have to be paid out on a more expanded schedule to prevent maxing out the card limit. **Floyd Collins motioned that, "the Visa credit card limit be adjusted to \$9,000 for growth and to allow for the payment of rights & royalties." Ashly Conley accepted the motion and Cyrus Foos seconded it. Motion carried.**

Playbill and Program Editor: None

Props: None

Record Retention:

Cyrus Foos has started looking into the list of permanent only records. They may be maintained as digital scans, but some paper copies may be worthwhile. He'll have more to report next meeting.

Season Tickets and Patronage: None

Social Committee: None

Social Media: None

Teen Theatre: None

Teen Theatre Scholarships: None

Webmasters and Technology:

Email service has been changed to address lack of theatre emails. We will now get up to 25 total emails (each with 5 gb of storage). Floyd Collins will create emails as they are needed for committees/chairs. An admin account was set up for the email service but is only to be used for emergencies, rather than a frequently used account.

Floyd Collins asked Jim Posey to create a website subcommittee to identify changes to be made or updated. He does not want he or Tim Bolton to serve on the committee to allow for fresh sets of eyes.

Youth Theatre:

Verified that a previous motion was made to allow members who had aged out to participate

*Any new/changes to chairs or committees

Business

Old Business:

Daleen Askins and Jim Posey have purged the script library and alphabetized all kept scripts. They also found a photo album in the office to pass along to the Historian.

New Business:

Daleen Askins was approached by Sarah Sherick in Findlay about the possibility of renting out the theatre to the court system for use in trials. Marathon Center for Performing Arts in Findlay is currently doing the same thing and it may be a beneficial way to recoup some of our lost income during COVID. The Board agrees that it may have merit and has asked Daleen to look into it further. We will check with our insurance to see if there are other considerations.

Combination of the safe has been changed for security purposes.

Floyd Collins recommended that Elf the Musical be moved to December next year since the restrictions for COVID have not been lifted yet and auditions would have to be held in the somewhat near future. This was a previously passed motion, but was a final decision since not enough has changed to allow for FCT to re-open currently.

We've had some discussion about releasing our board meeting minutes on our Facebook group (members only) and our website, but wanted to protect ourselves financially. **Randy Brown motioned, "In order to maintain security for Fremont Community Theatre, the financial portion of the reports will only be available upon request."** Cyrus Foos accepted the motion and Floyd Collins seconded. **All approved, motion carried.**

Adjournment

Moved to adjourn: Cyrus Foos

Time: 7:58pm

Next Meeting

Date: September 21, 2020

Time: 6:00pm

Location: Google Meet

Upcoming Events