

**Fremont Community Theatre and Literary Society, Inc.  
Board of Trustees Meeting: October 19, 2020**

Jim Posey, President  
Sarah Stamm, Vice President  
Lynne Wagner, Secretary  
Mary Jo Foos, Treasurer  
Daleen Askins, Chairman  
Randy Brown, Vice Chairman  
Floyd Collins, Trustee  
Ashly Conley, Trustee \*late arrival excused  
Cyrus Foos, Trustee

**Meeting location:** FCT Stage  
**Meeting called to order: 5:59pm by Daleen Askins**

**Guests**

In attendance: None

Guest Comments or Concerns: None

**Secretary's Report**

Corrections to minutes: Add wording from previous board regarding seasons

**Floyd Collins motions, "the Fremont Community Theatre Board considers all security discussions as an executive session and will be reflected in the minutes as such." Randy Brown accepted. All approved, motion carried.**

\*With the above corrections noted:

Motion to accept: Cyrus Foos

Motion seconded: Randy Brown

All approved, Motion carried

**Treasurer's Report**

*Financial Report is only available upon request for security measures.*

\*Motion to file for audit:

Motioned by: Cyrus Foos

**Show In House Report**

None

**Liaison (last show) Report**

None

**Correspondence**

Thank you note from Donna

Thank you note from Downtown Fremont

Letter from Jim Posey regarding Red Riboon week

**Committee Reports**

Audit Report: None

Box Office: None

Building and Grounds: Floyd Collins- Everything seems to be going ok, Tim set the temp down trying to lower utilities. One of the signs blew away and I will replace that soon. Security checks are being done and there is still some need to clean up the lobby and get the costumes put away. When doing security checks the toilets are flushed and water run in the sinks to keep water in the traps.

The dumpster is not being used much so now is a good time to pitch anything we don't need in the trailers or in the costume loft. The hall light has been left on a few times and a dead bird was removed from the front sidewalk.

Constitution and By-Laws: None

Costumes: Sue Stotz will be stopping in to go through the costume loft. No progress on costume form.

Director's Resource Manual: No shows = no need for directors/manuals at this time.

For the future, I hope that, since no new binders will be needed till 22/23 that this committee can get together at some point post-rona and work on updating each form. Some aren't even available in a digital format and I had to copy from a physical paper in the binders.

I also want to work on, as I've said before, getting documents from every committee/person who has some part in this theater because a director/anyone deserves the courtesy of being able to have information available to them in a written format that is accessible to all and not have to hunt down a stranger/person to be told information (especially if that information is vital to what they are doing or is not even vital to them as they can do it themselves, but could have had assistance if desired)

Grants: Fremont Small Business Grant – extended deadline until October 30<sup>th</sup>. They did not accept half of the application, but it was resubmitted successfully.

Graphics Designer: Floyd Collins: There has been no requests for graphics from anyone so we have been waiting till there is a project to do. We are willing to do any graphics that anyone can think needs done.

There is a poster that still needs printed for the back of the house about use of paint that was approved by the previous board. We are waiting to have that printed till we see what we can do with the new printer donated by the Foos family.

Historian: No

House Managers: Hoping to do a deep clean again in the first week of November.

Membership: I mailed out two thank you notes to Jane O. and Judy S. for their donations

Members - We have just the new ones we discussed from last time.

Heather Langley (Sent her email to fill out form), Donielle Yates, Claire Zimmerman, Judy Smith, Linda Bell

I hope between now and Christmas to gather in those final people who think they are members but are not paid up/caught up for this season. Allie and Alex Schmidt just paid membership fees but waiting for forms- bringing total to 50.

Murder Mystery Troupe: No

Newsletter Editor: Currently no funds in post office account. Will create a mini newsletter.

North Lot Planning: Tim Bolton has tabled this until further notice.

OCTA Delegate: there are currently plans for a Virtual OCTA in September 2021, but no details have been decided.

Patronage: No

Play Reading: No report. Will suggest to look for reader theatre shows or streaming shows with 2-3 people.

Playbill and Program Editor: None

Publicity: Amy Wylykanowitz- Christmas Parade, float in Downtown Fremont Still Holiday Parade. They are asking for light up floats that will sit in a line on front for an evening and attendees can come walk the float. We have ours from last year we can rebuild with lights and the such. Board agreed it was a great idea.

Winter Wonderland at the Fairgrounds. A lot structure that features FCT. Board agreed it was a great idea.

Lynne Wagner: Telethon on Giving Tuesday (December 1, 2020) from 7am to 7pm. Sarah Stamm, Cyrus Foos, and Lynne Wagner will stream live from FCT on Facebook. We will offer different donation levels and incentives, plus gift certificates and t-shirts. Mary Jo Foos will deliver to anyone in the immediate area (cash/check payments).

Props: None

Record Retentions: 3 year physical copies for legal (audits, minutes, financial statements), all others can be held digitally.

Season Tickets: None

Social Committee: None

Social Media: Combined with publicity up above

Teen Theatre: Kyleigh Lash, Floyd Collins: Some of the teens are wondering if they can be given order forms to sell T-Shirts. Again there has not been much done with Teen because of the way some schools are opening late and others are full 5 days a week. We

wanted to wait till it got closer to Christmas and try and plan something either online or in person depending on the restrictions at that time. Right now we don't want to add more on the kids plates till we have more we can offer them. However, we would love to help with selling T-Shirts, if that is ok. Forms will be given to the teens to sell current t-shirts and a few fan favorites.

Teen Theatre Scholarships: No

Webmasters and Technology: Floyd Collins: We have requested a sub-committee of end users to go through our website and give us input on what they feel we need and don't need before building the new site. In other words, we want this to be those who use the site not those who maintain the site to give this input. Yes, there is social media, but the website and our domain name we own, we do not own anything on social media that we have. This committee feels it is important to maintain the website and in doing so we want it to be a useful tool for our members. Once we have a committee in place, please have them look it over and have the sub-chair submit their ideas to Floyd. This is very much appreciated and will help a lot.

If there is anyone who would like to learn the technology in the booth, now would be a good time to set up some training.

Youth Theatre: Nothing to report at this time as it gets closer to the summer session we will have more to report at that time until then this committee is waiting for more to do.

### **Business**

Old Business: Jim's movie proposal. We went through Governor DeWine's requirements to see what steps would need to be taken in order to have live shows. We identified several areas that need to be worked through before anything could happen.

Mary Jo and Daleen finished purging the script loft. Daleen will be contacting Donna Jean Evans to set up a time to take the purged scripts to her so she can take them to OCTA.

New Business:

Stanley Plaque: Daleen contacted Burmeister's about the plaque. They have had it for more than a year. She was told that they called in March for the info needed and talked to some guy. Waiting for the new plaque now that information has been given.

**Sarah Stamm:** When Christina and I worked the Farmer's Market the first weekend of October, there were a lot of people who stopped by and were hoping to get a schedule or event calendar. Unfortunately we don't have that, but we do have people out there thinking about us and the markets (even though we only sold 2 shirts) were a good way to get us back in their minds.

One particular person, Marilyn Missle - Fremont Middle School Drama Club, asked me if we would be willing to do a field trip for her drama club. Everything is closed so she is having a hard time finding things for them to do, but I told her we were also closed and probably couldn't do anything for her, but I told her I'd bring it up and let her know our answer. The Board currently doesn't have any plans to open, but perhaps a virtual tour could be recorded and shared.

**Cheryl Bolton:** I've been approached by my friend Vaughn Billow, asking on behalf of The Pontifex, if a small group of FCT members would be willing to give a Christmas themed program on Christmas Eve at 6:30 or 7pm. We would be performing for a Community Christmas Event.

They would pay FCT \$75 for a 45 min program. They would like carol singing &/or a short skit.

The performance would be outdoors on the porch or the loading dock and the audience would be in their cars.

Vaughn asks that a representative of FCT meet with the planning committee for the event.

I did not promise a meeting or a performance. He asked me a question. I suggested a Curtain Call performance. I told him "I'll bring it to the Board. Ultimately, the decision is theirs." Board determined that this would not be appropriate at this time.

**Tracy Armentrout:** Good morning all. Not sure why, but this morning when I got up I started to think about performing plays, with social distancing, and doing it as a live recordings with an audience. If well recorded (Floyd & Jacob could lend their expertise here) it could then be available for our patrons who are not willing to venture into the theatre to watch at their leisure, and/or via a debuting Livestream.

What shows would be performed? Ones that we have done in the past that would work, especially since a lot of the rehearsing wouldn't need to be done at FCT. Cool minimalistic set creations would also be fun to create for each of these. Chances are good a few or more of these could be worked on simultaneously, allowing them to be performed within a week or so of each other instead of the 2 to 3 month intervals we were used to.

### Suggestions?

- Belles - 5 sisters all separately on stage that only interact with each other from a distance via telephone
- Love Letters - Not too familiar with this show but I know it's only two people \_ maybe a couple like Toni & Wayne, Amy & Phil, Jeff & Laura, or others could comfortably do?
- Mary Jo & PJ's two person show they did previously directed by Mitch (First Night)
- A Bench in the Sun- I didn't see it but I read it & I think modified blocking might work
- Grand Night for Singing- definitely a possibility that I think I patrons would really enjoy again
- Others? I'm sure we've done more that I can't think of this morning

Add to these "showings" snippets of original recordings from when FCT did them on stage with the original cast & I think all in all we would have something unique & profitable, especially if it's prefaced to viewers with acknowledgment of our huge loss of funds to date given the pandemic. A go fund me premise should also be considered.

Anyhow, I hope you get the idea. I'm sending this to Jim & Daleen as the key leadership, Pete as Playreading Chair, & Amy as Publicity chair, all of whom can take it further & pursue if you guys think it's worth exploring further. I just wanted to get the idea out there. Board will reach out to Pete Lowry to see if he'd like to look at possible shows to stream.

**Randy Brown:** Randy was contacted by Women's Connection (Barb Rand) about their upcoming April 13, 2021 meeting. The Board is unsure at this time of what could be promoted or what would be safe to present.

### Adjournment

Moved to adjourn: Cyrus Foos

Time: 8:39pm

Respectfully submitted by,  
Lynne Wagner

### Next Meeting

Date: November 16, 2020

Time: 6:00pm

Location: **TBA**