

Board Meeting

February 18th, 2020

Venue: Chamber of Commerce

Meeting started at 6:01 pm

Attendance: Board Members Present: FLOYD COLLINS, DALEEN ASKINS, LEA-ANN WILSON, JIM STENDERA, ANN STENDERA, ASHLY CONELY, JIM POSEY, SARAH STAMM

Guests in Attendance: MARY JO FOOS, TRACY ARMENTROUT

Minutes:

- KAREN LANGLEY has resigned from the board::
 - Letter from KAREN
 - TO THE BOARD OF FREMONT COMMUNITY THEATRE.
It is with regret that I am writing to inform you of my decision to resign my position as secretary on the Board of the Fremont Community Theatre.
My health issues have become too great for me to devote the time, energy that is required of the position of secretary. I feel it is best for me to make room for someone with the time and energy to devote to the job.
It has been a pleasure being a part of the board. I am proud of all that has been accomplished, and have no doubt the board will continue with these successes in the future.
If I can be of any assistance during the time it will take to fill the position, please don't hesitate to ask.
Best Regards,
Karen Langley
 - ASHLY acting as secretary for note taking for the meeting.
 - ANN will complete necessary "Thank You" notes.
- Minutes from last meeting read no corrections needed
- Treasurer's report
 - There is **not** a money market account - it is a checking account
 - JIM STENDERA moved that he write a personal letter of apology for overstepping his bounds and refund the money that was given out at the Membership Meeting.

- SARAH accepted, JIM P. seconded.
 - Question arose from TRACY as the illegality of it. The answer given by FLOYD was that money can be received if done in a matter that is already in place, but the board has not yet approved a matter for this money.
 - MARY JO suggested if the funds can be moved to existing North Lot account.
 - Motion was voted and passed.
- Teen Scholarship Amount was asked for. Tim Bolton controls the accounting of the funds.
 - FLOYD moved that the teen scholarship fund go in a separate account that is earmarked specifically for teen scholarship and separated out from the general ledger.
 - TRACY explained wording over the term “earmarked” or “set”
 - MARY JO mentioned that the wording on the wall by the cans for the scholarship specifically was written to prevent issues.
 - FLOYD amended his motion to say: Refer teen scholarship to committee with a note that the president will tell the next two directors to state it specifically.
 - ANN seconded
 - Motion carried.
- Restated to move the funds allocated from Youth / Teen checking for Frozen Jr.
- No idea about ad - referred to marketing committee.
- Sponsorship:
 - MARY JO brought old copy of thank you for sponsorship patrons.
 - DALEEN to follow through on those thank you notes for sponsorships
- JIM S. said that the money for lobby renewal has not come out of general funds as of yet.
- MARY JO brought in profit reports from 1991/1992 for ANN's reference.
- Show in house
 - JIM P. reports the show is going very well. Approached by Kyleigh Lash for radio advertising. JIM S reports the set is lacking but in progress.
- Liaison report for Anne Frank tabled for time
- Correspondence
 - See above letter from Karen
- Newsletter
 - JIM P report: issues with paper copies and the post office. 20-25 come back when mailing. JIM asking for help going through the list of members/ those who receive the newsletter. This newsletter will be ready to be sent out by the 24th.

- We will reevaluate for next season and until then do what JIM thinks is best.
- Constitution and By Laws
 - The motion as per the agenda states that the voting that took place at the February membership meeting was not within the constitution as it does not state by-laws are voted by members as agreed by all board members prior. Move we now to reconsider the membership's action to vote on matters without proper disposal to do so as suggestions only to the board so we can move forward with board voting as point of order for the adoption of the amendments to the by-laws.
 - LEA ANN accepts and seconded by ASHLY
 - TRACY asked that her correspondence be a part of the official report.
 - TRACY wants a formal statement of the non-voting members.
 - JIM S responded
 - TRACY wants to see minutes.
 - DALEEN reviewed the changes to the constitution made at February membership meeting.
 - Article III E
 - Change subsections a,b, &c, to 1,2,&3
 - Remove the words "ballot vote" and replace with the words "vote at at general membership meeting"
 - Article IV B 2 b
 - Add 2. Season Slate
 - Add 3. Revisions to By-laws
 - Add 4 Director Prequalifications
 - Wording in VIII B 1 now reads "Director's shall be prequalified by an affirmative outcome of ballot voting of the trustees and officers, and shall abide by ruling of the board over problems of productions.
 -
 - Review of by-law suggestions
 - Add in: Key holders - discussion of who should be allowed keys added in
 - Add in: Prior to removal from any chair or appointed position, a meeting will be held to address the issues unless said person is replaced or removed because they no longer qualify as a member in good standing.
 - VII A 1

- Insert the word “committee” and “chair”
- Article III 3
 - Add in: “Unless board approval prior to the production” in front of the language that has directors, technical directors “ NEW Assistant Directors”
- JIM S motioned for closure of discussion and table the discussion
- Cannot be tabled
 - LEA ANN motioned to keep number 5 in the by-laws
 - No 2nd. Motion doesn’t carry. It is struck.
 - 7 - add “in 30 days after notification”
- Motion that we vote the by-laws so that we can talk about changes and modify the by-laws from FLOYD
 - JIM S seconded
 - Tie vote broken by chair. Carried
- Add in Board Liaison will be the communicator between the director and marketing and board liaison will provide a show report after the conclusion of the show.
- ASHLY moved to accept the by-laws as amended tonight.
 - ANN seconded
 - 4 Ays 2 abstained
 - Carried
- President must set date for members to vote on constitution - she will let us know
- Director’s Resource Manual
 - SARAH presented “Directors Code of Conduct” form to be included in Director’s resource manual
 - DALEEN moves to accept the form going into affect June 1, 2020, 2nd by JIM S, motioned carried.
- Membership
 - Membership application revised by SARAH needs to be approved to be passed out at April membership meeting.
- Publicity and Marketing
 - Sponsorships - we need a new committee and are looking for chair and/or co-chair
- Box Office

- Updated show summary was given by MARY JO
- Play Reading
 - MARY JO stated that the small committee is inconsistent. Having the Wizard of OZ on the slate felt like some people were not being treated fairly by the committee and its inconsistencies do not allow for thorough understanding.
- Costumes
 - Needs updated rental form
- Old and New Business Tabled for time.

Adjourned