

**Fremont Community Theatre and Literary Society, Inc.  
Board of Trustees Meeting: December 14, 2020**

**Current Board (2020-2021)**

Jim Posey, President	Randy Brown, Trustee
Sarah Stamm, Vice President	Floyd Collins, Trustee
Lynne Wagner, Secretary	Ashly Conley, Trustee
Mary Jo Foos, Treasurer	Cyrus Foos, Trustee
Daleen Askins, Chairman of the Board	

**Meeting location: Zoom**

**Meeting called to order: Daleen Askins at 6:06pm**

**Guests**

In attendance: None

Guest Comments or Concerns:

**Secretary's Report**

Board Meeting: November 2020

Corrections to minutes: Treasurer's report addition: There was a discussion regarding the income and outgoing expenses for both youth and teen theatre. Mary Jo Foos will revisit the possibility of separate ledgers but will be able to maintain the usual box office reports for their shows.

\*With the above corrections noted:

Motion to accept: Cyrus Foos, 2<sup>nd</sup>- Randy Brown

Motion carried: AA

**Treasurer's Report\***

Available only by 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**

Croghan Colonial Bank in Fremont is looking for some actors for a video they are creating. They need four teens and parents for this video. If you are interested, please contact ASAP. Here is the contact information: Tiffany Wehring 419-355-2351 Leave a voicemail if unavailable. Information has already been posted on Social Media.

**Committee Reports**

**Audit Report:** None- files were dropped off to Becky White

**Box Office:** None

**Building and Grounds:** Floyd Collins: New signs went up around the building. They are now on heavy boards to prevent damaged from the wind and snow.

We need replacement mouse traps strips for the boxes or new traps; I have removed several mice from the traps, and we are now out. I would also like to buy another gallon of insect and bug spray, after already using one gallon of my own already.

There are still costumes in the green room on racks. And one of the racks looks broken. Can that be pitched or replaced with a good one? Something to consider for future purchases.

**Note:** We turn off the breaker for hot water since we are not in the building. If you need hot water, I suggest we go in the day before and turn on the breaker, let Floyd or Tim know and they will take care of that for you.

Coat rack still needs to be fixed. Thank you for removing the garments. Tim Bolton is getting a bigger anchor for repair it. The plaques need to be hung back up; we will get to them soon.

Snow and ice will soon be upon us, so we will make sure to check the locks on the gates as part of our inspections. It is not clear yet if the city will do our road with the gate closed. We might need to have a conversation with building and grounds at Vanguard about allowing the gate to stay open during the winter if it looks like they will stop plowing as they did at the end of the season last year.

Mike Batdorf and Brian Morland are getting us a quote for the over builds for a permanent replacement of the rubber roof. If we can afford it, they would like to start on it as soon as spring hits. I requested CAD drawings for the next board meeting of their plan with the quote.

Mary Jo Foos is adding a typed sign on the front door with Floyd and Tim's phone numbers while FCT is closed.

**Constitution and By-Laws:** Jim Posey: I would like to discuss the whole process of how the Mask ordeal was handled on Facebook. I want to give a firm reminder that things being discussed on the board page is to only be informing board members. Those discussions are not to be discussed with others involved in the project. For example, many members of the board have significant others, the significant others of the people on the board should not be a part of our conversation. So when a comment was posted from Sue Stotz, I was a little taken back. I felt my words were being twisted into something that is not the truth. I have yet to speak to Sue or anyone else who was a part of the idea of making masks. I simply told my experience with homemade masks, and that was turned into the fact that I was attacking Sue's ability to make masks and degrading her skills, which is not the truth, nor did it ever happen. I think Sue is one of the most talented seamstresses I have ever encountered, and I will say that any time of the week. This did not need to be sped up to begin production before our meeting Monday, and then we had people voting who should not have been voting. Only the Trustees are to be voting on such matters, this did not affect all of the membership in the least. I am in "charge" of the Officers of the board, and I do not think their behavior was or should be tolerated, and in this event, I lacked immensely in my leadership, for that I apologize. I failed to do the right thing. I will be learning from this mistake and holding everyone to the same standard and accountability that I hold myself. Officers do not need to be stating how they would vote if they could, because that influences those who can vote. I think if we follow through with this logic, we will accomplish things a lot faster in our meetings. I also want to remind everyone that Officers can propose motions and things of that nature, but a Trustee has to be the one to make the motion, then there needs to be an acceptance of the motion, and then discussion, and then a vote by the Trustees.

**Costumes:** Sue Stötz, Ashley Conley: Bobbe Povolny and Sue Stötz went through the tubs and pulled some fabric which I have washed and will press. Ann Stendera dropped off some also. We have Little Mermaid and Frozen, lots of Christmas, and possibly Charlie Brown. Amy, Lynne, and I will figure out how to promote, collect cash (Mary Jo), and provide pickup or delivery. All fabrics have held up well in the washing machine and dryer. Bobbe and Sue will figure out the best way to make them.

Floyd Collins and Jim Posey will move any unnecessary costumes to the dumpster, if she moves them down or marks them.

**Director's Resource Manual:** None

**Grants:** Jim Posey: We officially received our \$5,000 grant from the City of Fremont. I would like to send the city of Fremont, and City Council a letter of appreciation, but I do not have FCT Letterhead.

Floyd Collins will look for the digital version of the FCT Letterhead and will post it up in our board Facebook group.

**Graphics Designer:** Construction procedures posters were printed and hung backstage by the paint room.

**Historian:** None

**House Managers:** Mary Jo Foos, Floyd Collins, Randy Brown, and Daleen Askins did a deep clean of the theatre on Dec. 5th.

**Marketing/Publicity:** Winter Wonderland display was completed and set up by Michael PJ Foos and Delilah Foos at the Sandusky County Fairgrounds. The Peanuts set-up looks great and Floyd Collins has already shared a photo in our Facebook group.

**Membership:** Sarah Stamm: As per my post on the Board Facebook group, before you add or accept anyone to the "Members Only" page on Facebook, please actually check if they are a member. All board members have access to the membership roster and can check who is and isn't a member. We have no new members since last time.

**Murder Mystery Troupe:** None

**Newsletter Editor:** Jim Posey: An additional newsletter was sent out this month highlighting events FCT is being a part of. We also highlighted our telethon, which I think was a huge success and I think we can make it even better for next year! Daleen Askins shared a season ticket member with Jim Posey that needs to be added to the newsletter email list.

**North Lot Planning:** Has been tabled until further notice

**OCTA Delegate:** From Deb Wentz: The State Board Retreat was held at Cherry Valley Hotel on October 17th. This retreat was held both in-person and virtually. Donna Jean Evans and I attended virtually.

There were workshops offered on various topics. I attended "State Conference Chair in Training", "Defining Membership", and a Ted talk on Sexual Harassment.

OCTA is hoping to have members train to be a State Conference Chair, so the Conference Chairs can be planned several years in advance.

Mendel Hubbard's workshop on Membership was very interesting. The MMPR committee has been examining this topic. At this time, the OCTA rules states that a Member Theatre is any non-professional, non-profit community theatre having a regular annual, publicized schedule of one (1) or more theatrical productions in which members participate voluntarily for their own enjoyment and/or that of the general public. The Member Theatre may or may not have a paid staff. Member Theatre delegates shall each have one vote at the annual or called general meetings of the association".

The MMPR committee has been looking at the reality of community theatres now: many actors/production staff aren't members of a particular theatre. Many perform at multiple theatres. Some theatres pay their director, music director, musicians, costumer, set designer, etc. Does this prohibit the theatre from being an OCTA member? If they offer their actors a "travel stipend" does that make them ineligible? MMPR thinks the membership definition may need to be revised/updated to reflect the current reality of community theatres. Anyone willing to participate in this evaluation please contact Mendel at: [oubobcat110@sbcglobal.net](mailto:oubobcat110@sbcglobal.net). It should be considered whether or not paying actors - or other staff - makes a theatre OCTA - ineligible.

The decision was also made to sell the OCTA stage that is set up every year at State OCTA and rent a stage instead.

At the follow-up virtual Board meeting on 12/5, it was announced that the stage had been sold, at full asking price.

It was announced that AACT will be holding its national conference virtually next summer. This led to a discussion of whether or not OCTA will be able to hold in-person regionals. It was agreed that we should start thinking now about what our options are. It was suggested that theatres submit virtual excerpts to Regionals; hopefully by Labor Day we could still have an in-person OCTA, and the chosen excerpts could perform live there. If theatres were to submit virtual excerpts, parameters/guidelines would have to be set up for those submissions, for consistency among submissions. How submissions would then be chosen would also be decided. Would each region get 2 excerpts? Who would adjudicate/choose the excerpts? What if a region didn't have two excerpts - would the alternates then rotate throughout the regions in the previous order? No decisions were made; a vote will be taken at the January meeting. Everyone agreed that we needed to be discussing this now, to plan ahead in case in-person regionals are not a possibility. Also to be discussed is whether or not to hold an OCTA Jr. this year. Would those excerpts then perform at State, or only as an alternate?

I'd appreciate input from all of you. Would your theatre consider sending a virtual/pre-recorded excerpt to be adjudicated for State OCTA? Please let me know before the January 16th meeting. Also please note my new email: [debwentz19@gmail.com](mailto:debwentz19@gmail.com)

The board decided that they will be unable to submit an excerpt for State OCTA for this year.

**Play Reading: No report from Pete Lowry.**

From Floyd Collins: Our request to stream Bench in the Sun is very unlikely to happen. The author does not give streaming rights. Concord Theatrics is not helping much in this area as they do not offer streaming rights but will request permission from the author. However, here is the catch: Concord wants us to apply for the rights to do the show asking for Digital Rights and if we get the rights, we could then do the show and stream it. It looks like they do not have the package like MTI does for past recorded shows. So, that would need to be decided if we wanted to try, but the author for Bench in the Sun is not part of the list of authors who have come forward and said they would work with their titles.

Doing some searching for shows that would allow streaming I have found the following that looks promising:

Streaming Shows:

Playscripts:

Not Medea

by Allison Gregory

2F 1M (75 – 80 min)

<https://www.playscripts.com/play/3060>

Streaming with ShowShare

Hate Mail (This one is the opposite of love letters)

by Kira Obolensky, Bill Corbett

1F 1M (80 – 95 min)

Content Notes: Adult language and content

Streaming with ShowShare

It was also suggested that maybe the Murder Mystery Players could do their show at FCT and we record and stream that with ZOOM Pay as a fund raiser. All in all, if we do anything, it should be understood it might not be a big money maker unless we can do it as a fundraiser and ask for donations. Most colleges are finding this out and are offering their shows for free.

Jim Posey has done some looking at this company, which has several titles, and might have more insight on their titles:

<https://www.pioneerdrama.com>

**Playbill and Program Editor:** None

**Props:** Randy Brown: I checked the prop area and everything looks great. I can still see the floor and aisles.

**Record Retention:** None

**Season Tickets and Patronage:** None

**Social Committee:** None

**Social Media:** Lynne Wagner gave a Telethon update with a total of \$4,425.00 with 44 individual donors. We won't know how much Facebook matched (if any) until the check arrives 45-60 days after the end date (which was December 10, 2020).

Lynne Wagner will be purchasing thank you cards for all donors and will be creating a special thank you album on the Facebook album and group. Certificates for the game shows during the telethon will be sent out to those winners.

**Teen Theatre:** Floyd Collins, Kyleigh Lash: as tabled until spring from November meeting, we would like production budgets earmarked so they are slotted for 2021.

Is there a T-Shirt form the Teens can get? Have we started making a positive impact in the teen scholarship fund from this fundraiser? Lynne Wagner will be uploading the form with the show shirts once she receives the second graphic.

The officers with the advisors are working on setting up a Christmas Movie or Show night where we will pick a movie to watch together on zoom. We are also looking into Elf from Heidelberg and maybe everyone streaming at their homes since it has 2 of our teens in it as our show night. We are planning this for over Christmas Break for the kids.

**Teen Theatre Scholarships:** Randy Brown: Need names of seniors so I can send out scholarship forms.

Mary Jo Foos suggested a plaque for the Teen Theatre Scholarship recipients to hang in the lobby as a future possibility.

**Webmasters and Technology:** Floyd Collins: Nothing to report. Just waiting on suggestions for the new site on what should be kept and what needs to be modified or eliminated.

Question about our projector; if anyone would like to go in and hook it up, so we can see the illumination I am willing to do that just let me know when. I need someone to help me carry the big printer up to the office.

**Youth Theatre:** Floyd Collins: as tabled until spring from November meeting, we would like production budgets earmarked so they are slotted for 2021.

\*Any new/changes to chairs or committees

### **Business**

#### **Old Business:**

Stanley plaque is back at FCT! The board is walnut and won't scratch. It will get hung back up when the rest of the plaques are hung in the lobby.

#### **New Business:**

Clyde High School Drama Club would like to borrow 11 rehearsal cubes that were donated to Youth Theatre. The board agrees that they'd be fine with loaning those out.

Floyd Collins brought up the possibility of scheduling some script readings as future membership meetings or a way to encourage members to participate in a type of play reading.

### **Adjournment**

Moved to adjourn: Cyrus Foos

Time: 7:50pm

### **Next Meeting**

Date: January 18, 2021

Time: 6:00pm

Location: Zoom

### **Upcoming Events**