

**Fremont Community Theatre and Literary Society, Inc.**  
**Board of Trustees Meeting: February 15, 2021**

**Current Board (2020-2021)**

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

**Meeting location:** Zoom

**Meeting called to order:** Daleen Askins called the meeting to order at 6:14pm.

**Guests**

In attendance: None

Guest Comments or Concerns:

**Secretary's Report**

Board Meeting: January 18, 2021 minutes

Corrections to minutes: None

Motion to accept: Cyrus Foos, Floyd Collins- 2nd

Motion carried

**Treasurer's Report\***

Treasurer's Report may only be viewed 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**

Marilyn Misler from the Clyde Middle School called FCT to inquire about a tour for theatre students (discussed in new business).

**Committee Reports**

**Audit Report:** N/A

**Box Office:** Mary Jo Foos worked out the seat chart to find appropriate seating for audience members (maximum of 28 patrons) that seat 2-4 patrons per pod (12 different pods) that are 6 feet away from all the other pods.

**Building and Grounds:**

As trustee and building and grounds chair, I feel that Fremont Community Theatre has a good understanding of the restrictions and what we can do with the building during the pandemic. Guidelines are in place at the state and national level that we can follow, therefore, I will be making the following motion:

**Motion: I, Floyd Collins, building and grounds board member co-chair trustee, so move that we open FCT back up to public operations and business operations following the state and local guidelines for safe operations under pandemic restrictions until said restrictions are lifted.** Ashly Conley- accepted the motion, Randy Brown- seconded the motion. All approved, motion carried.

**Constitution and By-Laws:** Nothing new to report.

**Costumes:**

Mary Jo and Sue Stotz moved costumes upstairs and pulled some for Jen Kolar who is hoping her school can perform in March.

**Covid-19 Spotlight Show:**

**Motion: The Covid-19 spotlight show committee motions to produce a spotlight show of “Impromptu” by Tad Mosle with an opener of “Post-its” (Notes on a Marriage) by Paul Dooley and Winnie Holzman for the weekend of April 9-11, 2021 for 4 performances with “Impromptu” being streamed.** Floyd Collins accepted the motion. Cyrus Foos seconded. All approved, motion carried.

Rights have been applied for, but we're waiting for the final approval from both companies. We're hoping to stream 2 different shows (perhaps Friday & Saturday night) available to those who are unable to attend in person, since we'll be limited to 28 patrons in-person.

**Director's Resource Manual:**

Sarah Stamm has a Covid-19 spotlight show information sheet for directors/cast/crew that will include all necessary information from our committee meeting regarding laws/expectations/ etc. Sarah will then have to give it to them and go over it with them, so she will plan a day for that as well and if there is anything else that needs gone over during that time. She will hopefully be able to do this via zoom, but if we need to get them keys/signatures or whatever, we may do it in person.

**Grants:** Nothing new to report.

**Graphics Designer:**

Floyd Collins - All committee heads want respect for their office and the duties they are there to oversee for contributions to FCT, the graphic committee and chair is no different and is requesting that the board helps by asking members of the board and the theater in general to please have all graphics to be posted on behalf of FCT reviewed by this committee prior to posting to the public or private members. This does not include shared posts from other theaters or posts like the ones social media is posting. We are talking graphics we make ourselves. We want cohesive and readable typography for all material for many different types of devices. Therefore, all impressions we put out in graphic form on behalf of FCT need to be consistent with these requirements.

**Historian:**

Darla Brown secured a copy of the recent article in the Fremont News-Messenger.

**House Managers:**

Daleen Askins is working on a report for cleaning for possible shows and how to clean after each show. Water fountain will be closed down and no refreshments will be served. Details will be worked out for the cleaning schedule as it gets closer to performances.

**Membership:**

Sarah Stamm has contacted all old members from the 2019/2020 season who had yet to renew.

4 are no longer members (Leslie Childers - not this year, Brittany Forster – moving, Amy and Brandon Hord – moved)

9 have responded and are working on getting in their forms and dues (picking them up - on me)

Aaron Brown, Ryan Blechinger, Mary Lonz - just need dues paid

Jeff and Laura Buchanan, Amelia Purk, and Alex Schmidt are working on theirs

Bob and Lou will get to theirs when they get back in April

4 are all set (Allie Schmidt, Rebecca Holland, Jason Holland, Pam Meggit – new (not renewing) member)

Fremont Community Theatre is currently at 59 members, which is wonderful, considering the COVID-19 pandemic, but we should be up to 68 when the 9 listed above finish up. Sarah also has about 4 more to work on which would take us to about 72 for the season.

**Murder Mystery Troupe:** Nothing new to report

**Newsletter Editor:**

Jim Posey - will be sent out once things are finalized about our spotlight show and we get definitive audition dates and such.

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

**OCTA Delegate:** Nothing new to report

**Play Reading:** N/A

**Playbill and Program Editor:** N/A

**Props:** Nothing new to report.

**Publicity:** Nothing new to report

**Record Retention:** Nothing new to report

**Season Tickets and Patronage:** N/A

**Social Committee:** N/A

### **Social Media:**

Matching funds from Facebook-\$330 total (Network for Good), even though Facebook notifications only demonstrated \$281 in matching funds.

### **Teen Theatre:**

Teen theatre held a trivia night on January 30th with prizes. We had 4 teens show up and they won 2 \$20 gift cards! We're hoping to do another virtual get together soon.

### **Teen Theatre Scholarships:**

There are only 2 theatre teens who are seniors this year. Randy Brown is sending applications out.

### **Webmasters and Technology:** Nothing new to report.

**Youth Theatre:** Randy found that Lion King license will be in July. Need to start thinking ahead to what we think we will do with Teen and Youth in the coming season. I am putting together a committee to meet in late February to go over ideas for the teen and youth this summer to bring back to the board in the March meeting.

### **Business**

#### **Old Business:**

We're hoping to create a digital form to make a feasible way to sell more of our t-shirts while still under restrictions.

Sue Stötz was able to take her mask supplies cost out of the profits for the mask fundraiser, which raised \$171 for FCT.

Marilyn Mislter (Correspondence) is requesting a tour of FCT for her Clyde Middle School Drama Club. There's a possibility of streaming an upcoming show or a donation for a possible dress rehearsal. Sarah Stamm will contact her to inquire about days, times, and number of students before we can see if it can be accommodated.

Chamber of Commerce sent a renewal statement for a yearly membership for \$275. **Floyd Collins made a motion "Fremont Community Theatre should pay the Sandusky County Chamber of Commerce's renewal membership for \$275."** Randy Brown accepted the motion. Ashly Conley seconded the motion. All approved, motion carried.

#### **New Business:**

Membership meeting – Jim was thinking about February 27, March 13, March 20, or March 27. We can discuss which date is better so we can get the word out. After some brief discussion, March 20, 2021 at 6:00pm was selected for a virtual FCT membership meeting.

Scripts: Jim contacted Concord about Wizard of Oz to make sure things have been taken care of. I will be very upset if this was not taken care of the way it needed to be because we will be out that money for the rights.

UPDATE - with the licenses from Concord Theatricals. Wizard of Oz was not postponed for a later date. It was set to run the two weekends including the dates of May 7, 8, 9 and May 14, 15, 16. I have made this license postponed to an unknown date.

Daleen Askins will be checking on Kalamazoo and Waiting for Godot, which are both Dramatists.

News-Messenger wrote an article about the Fremont Community Theatre, which was published earlier this week, that included two photos. Daleen Askins, Randy Brown, and Mary Jo Foos were able to meet with Dan Carson at the last minute at FCT. The write-up was published on February 10, 2021, but it was also available to News-Messenger subscribers online.

### **Adjournment**

Moved to adjourn: Ashly Conley

Time: 8:44pm

### **Next Meeting**

Date: March 15, 2021

Time: 6:00pm

Location: Zoom