

**Fremont Community Theatre and Literary Society, Inc.**  
**Board of Trustees Meeting: May 17, 2021**

**Current Board (2020-2021)**

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

**Meeting location:** Fremont Community Theatre

**Meeting called to order:** Daleen Askins called the meeting to order at 6:01pm.

**Guests**

In attendance: Amy Wylykanowitz (incoming President), Aaron Brown (incoming Vice President), Wayne Biggert (incoming Trustee)

Guest Comments or Concerns:

**Secretary's Report**

Board Meeting: April 19, 2021 minutes, April 22, 2021 Facebook vote

Corrections to minutes: Spectaculathon is spelled incorrectly

Motion to accept: Cyrus Foos, Floyd Collins seconded. All approved, motion carried.

**Treasurer's Report\***

Treasurer's Report may only be viewed upon request.

\*Motion to file for audit by: Floyd Collins

**Show In House Report:**

Covid Spotlight shows had a full tech with costumes and took promo photos to be shared.

**Liaison (last show) Report:** None

**Correspondence**

Fremont Pride Sponsorship Form was founded by 2 FCTT alum and sent over the flyer/sponsor information to us.

**Committee Reports**

**Audit Report:** No report.

**Box Office:**

Mary Jo Foos-

**Building and Grounds:**

Floyd Collins- MJ and PJ did some landscaping (pulled weeds) and helped Tim with mowing. Looks good! Electrical Trades is going to get in to mount the light before the show opens. Tim is installing door closer. Removed No Trespassing sign from front of building now that we have people in attendance and not sure it is needed. There was a discussion about offering some future service hours for teens to help get the outside prepped, but would need outside supervisors and okay from teen theatre advisors.

Tim Bolton- Door closer is installed on auditorium door. It's ultra-quiet now! Restroom (men's) fan motor is on order and should be in by Wed night. Lawn mowing continues - Thanks, Phil and Amy Wylykanowitz! Randy Brown will look into some flowers/baskets to include in the pots outside our front door.

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

**Costumes:** Sue Stötz, Ashly Conley: Ann Stendera donated some fabric that I will be taking to the theatre soon. Also have some costumes that were in for repairs that I will be returning. Jen Kohler returned costumes and will sent donation.

**Director's Resource Manual:** Nothing new to report

**Grants:** Nothing new to report.

**Graphics Designer:**

Floyd Collins, Ryan Blechinger - The VSCTC Treasure said I can print the banners for FCT as community service, meaning no charge for the donation. I need the poster frames back or we need to buy some if we want to continue to hang posters in the lobby. I have not been requested to make any more graphics or update anything. Updated graphics have been uploaded to the Google drive.

**Floyd Collins made a motion for "Fremont Community Theatre to purchase 7 18x24 black picture frames to use for show posters in the Fremont Community Theatre lobby." Randy Brown accepted the motion and Cyrus Foos seconded. All approved, motion carried.**

Jim Posey will work on the brochures to have them finished this summer for the lobby, teen show, and farmer's markets.

**Historian:** Nothing new to report.

**House Managers:**

Daleen Askins- Theatre clean Wednesday, May 19, 2021 at 10 am.

**Membership:**

Sarah Stamm - Of the 63 on the roster, 5 have not filled out a form and will need to before they can renew for next year/be counted as a member (they've paid, but nothing else). This form needs to be on file.

Jeff and Laura Buchanan

Rick and Shelly Holland

Heather Langley

The other 58 are completely fine to renew for next year with payment only.

**Murder Mystery Troupe:** Upcoming performance of October 25, 2021 at 5:30pm- there will be follow up to check on dates.

**Newsletter Editor:** Jim Posey will work on getting one sent out.

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

**OCTA Delegate:** Hyperlink to our theatre is not active on the OCTA website. We need to reach out and see what needs to happen for the link to be corrected.

**Patronage:** None

**Play Reading:**

Randy Brown will need to check over the invoice for Mamma Mia before Mary Jo Foos pays for the 2 extra performances.

**Playbill and Program Editor:** Ryan Blechinger – no report.

Lynne Wagner has been asked to do the program for the Spotlight shows that will be displayed on the website and the screen. She's in the process of getting them formatted and will also include a list of those donors during the pandemic. Mary Jo Foos will send Lynne the patronage list.

**Props:** Nothing new to report.

**Publicity:** Amy Wylykanowitz will be looking into Downtown Fremont parades. She will also put out a volunteer call for interested members for Farmer's Markets we will attend in August, September, and October.

**Record Retention:** Nothing new to report

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

**Social Committee:** N/A

**Social Media:**

Facebook event for FCTT auditions has been created and shared. They will get a big round of community promos after the COVID spotlights shows are over.

Facebook event for FCT Spotlight show has been created and shared. Press releases, along with promo photos, have been emailed to newspaper and website sources. Community group postings have been started and will continue throughout the week on a rolling basis. A daily whodunnit post is being utilized in group to encourage interaction.

**Teen Theatre:** Kyleigh Lash, Floyd Collins- Auditions for The Brothers Grimm Spectaculathon will be May 30 and 31 at FCT @ 7 pm. **Floyd Collins motioned that the Fremont Community Theatre Board follows the governor's guidelines regarding the capacity and number for Fremont Community Theatre.** Governor DeWine's next announcement is not scheduled until June 2, 2021, so this will be tabled until after the announcement is made.

**Teen Theatre Scholarships:** Randy Brown- Contacted Emma and let her know about the scholarship. She also has emailed me a picture for lobby display. Also talked to Woodmore guidance counselor about the senior awards night. Mr. Clair was in the process of getting it organized and will call me as to a time for presentation. Randy Brown will present at her awards night on May 27, 2021.

### **Webmasters and Technology:**

Floyd Collins - Website Updated for current show. Made a FAQ for streaming. We must have a minimum of 10 people in order to stream.

Streaming is more challenging with our tech booth equipment; I am currently doing a lot of testing and have called on BoxTix to help, I am hoping for the best when we go live and trying to work out many bugs that are introduced because of our sound system. Our sound board gives a lot of feedback and static. We have spoken about this many times, nothing on the stage is grounded proper, before Joe Bibler passed, he was going to fix this. Sound solutions was in once during Frozen to fix a lot of issues with the soundboard and we were able to pipe sound then but now it's all static. Alex Schmidt is still trying to figure it out.

### **Youth Theatre:**

Floyd Collins- Toni Biggert, Trisha McElfresh, and I have been working out the details for the upcoming show. We have the scripts printed and we have met on Zoom to go over things. I will have a production meeting coming up with the full team and scripts have already been ordered. They have 30 total applicants, so 10 will have to be on the wait list (unless Governor's DeWine's announcement is about restrictions being lifted).

### **Business**

#### **Old Business:**

Stanley – results will be given to Sarah at the board meeting.

#### **New Business:**

Can a handicap rail be put in the first stall in the ladies restroom? Yes

Is it necessary to put caution tape on seats that won't be used within the theatre for the show? Yes

### **Adjournment**

Moved to adjourn: Cyrus Foos

Time: 7:49pm

### **Next Meeting**

Date: June 21, 2021

Time: 6:00pm

Location: Fremont Community Theatre