

## Minutes of Bay Community Theatre

October 11, 2021

**Meeting called to order at 5pm.** Present: Rick Andrews, James Nairne, Denise Genoa, Sherry Edwards, Nikki Miller, Cheryl Hutchinson and Kevin Maher by phone.

Welcome Nikki Miller, new GM for the theatre.

All agreed on the Agenda.

Minutes and agenda are approved with unanimous consent.

**Financial report** by James, approved with unanimous consent. James will look into the property taxes to make sure it is correct.

**Programming report** by Sherry. Good strong weekend for "No Time to Die". Reviewed future showings & special events. Rick will call Ron Jolly for comments on "Gramps the Vamp". We will place an ad for "Gramps the Vamp" in the Enterprise & Record Eagle (will go up to \$500 for ads). Cheryl will get Sandy Blumenfeld on NMC channel to place a plug for the event. Christmas show sponsorships need to be defined. Kennedy's Kitchen - Sunday March 6th.

**Fundraising:** Need to work on the match - we have \$79,321.00 of the \$100K. Need to work on the mail out for fall. Rick, Denise and Nikki will work with Kwik Print.

**Volunteer, Memberships & Sponsors update** - No updates on Volunteers. We have 132 members. Will need to have someone help Jeff with Sponsorships, James will help out.

**Environmental review:** We don't have any big issues. Rick has a copy of the report. EPS fire detection. Quote was \$7800 & monthly estimated \$100 per month. With the Bahles changing the fire detection we will need detection at the theatre & at the bank rental (something simple at the bank). James will look into this.

**General Manager report:** Operation summary from Nikki Miller to the Board each month. Discussed possible press release on introduction of Nikki and perhaps list all board members as well. Nikki will look into uniform shirts for all staff. Nikki will do a few things for Halloween such as decorating the lobby. Reviewed GM decisions and authority.

**Alcohol sales:** Gramps the Vamp we will have a license. James & Denise will work with Nikki for beer & wine donations from local businesses.

**Fundraising:** Rotary Grant report from Cheryl. Her meeting went well and the Rotary team was very supportive. We should know something in a month or so. **Correction, we should know something by December 2nd.**

**Christmas Event TSO:** We sent a letter to TSO and are waiting to hear back.

Strategy Review next Tuesday Oct19th at 9am at James house 9371 Onominese Trail, Northport

Meeting adjourned at 6:29pm. Next meeting November 8, 2021 5pm.