

Minutes of Bay Community Theatre

November 8, 2021

Meeting called to order at 5:05. Present: James Nairne, Rick Andrews, Jeff Slocombe, Sherry Edwards, Denise Genoa, Brenda Briggs and Kevin Maher and Cheryl Hutchinson by phone.

Minutes and agenda are approved with unanimous consent.

Financial report provided by James, approved unanimously.

Programming report by Sherry-

Fundraising-Report by Rick. Rick gives a presentation about targeting marketing by mailing. Approve \$3500 for Kwik print and USPS for mailing campaign.

Volunteer update- Denise said had some interest at Member Appreciation party.

Brenda provides an update in relation to membership. 150 active memberships. Status update was provided about expiring memberships and new memberships.

General manager report by Nicki-gives a report on building/staff/patrons and social media. Discussion about the flow of patrons and changing the entry on the north side of the theater. Nicki will provide information next month about website as well.

Alcohol report-MLCC is coming November 17th at 1:00 pm. Denise will be here along with Jeff and Rick. If we won't have license by the time of the concert, Jeff will apply for permit for concert.

Cheryl provides a report regarding outreach and will set up meeting and looking for rotary response.

Jim provides a report on Christmas concert with TSO. Much work to be done. Additional meeting to be held before the concert-Wednesday-November 17th at 5 pm.

Comments made on Strategy Mission statement.

Building refinancing-James discusses proposal to refinance the building.

Kevin gives a presentation on a film club. Expects costs to be \$500/month at most. Jeff moves to approve \$500/month for the club. James seconds. All approved.

Nicki is getting proposals for sound.

James moves to use TKS for fire system. Second by Rick. All approved.

Meeting adjourned at 7:00 pm.