

Minutes of Bay Community Theatre

March 14th, 2022

Meeting called to order at 5:03 pm. Present via Google Meets: Board Members James Nairne, Rick Andrews, Sherry Edwards, Kevin Maher, Cheryl Hutchinson and Jim Koch and General Manager Nicki Miller.

Minutes and agenda are approved with unanimous consent.

Financial report provided by James, approved unanimously. Mortgage has been paid down by \$100,000.

Programming report by Sherry - The Kennedy's Kitchen Concert showed a slight profit. Jim Koch and Cheryl will investigate having a comedy event.

General Manager Issues- A new ice machine will be delivered March 15. A new popcorn machine is on order and should be delivered in 12 – 14 weeks. Cheryl will contact a roofer to take a look at the roof for any leaks. Hiring a cleaning crew to do a deep clean of the theatre on a bi-weekly basis in the peak season and monthly in the off peak season was approved.

Fundraising – Cheryl and Kevin will look into grant opportunities with the Michigan Arts and Cultural Council. Cheryl will also look for opportunities with the State of Michigan.

Membership - Thanks to Brenda Briggs for her great work on Membership. We now have 179 members.

Stage and Screen Renovation – Primary plan is for the curtains, screen and lights to be installed the week of May 16. The week of June 6 is the back up plan. The lighting console is a long lead item and will probably not be in at that time so the vendor will provide a loaner until ours arrives.

Outreach – Cheryl will contact schools to discuss how we can engage students with the Bay.

New Seating –Rick, Nicki, Tom and Sherry will visit Irwin Seating in Grand Rapids on Thursday March 17. All agreed that new seats should reflect the character of the theatre. A seating committee will be formed to recommend the selected seats as well as develop a seating fund raising campaign strategy.

Alcohol Sales to Members – Assuming our Membership Alcohol License will eventually be granted by the State, Rick and Nicki will develop roll out plan for review by the Board.

Meeting adjourned at 6:28 pm.