



The Barn Theater

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Board Of Directors Meeting Agenda

April 10, 2023

Notice to the Public:

All regular Board Meetings are open to the public with exception to confidential closed sessions.

Confidential sessions will be noted on the agenda prior to meetings. They will be held on the second Monday of every month at 6:30 PM unless otherwise noted on our website or social media platforms. We ask that you attend in person, however, if arrangements need to be made for virtual access, please contact the Board at barntheatermedia@gmail.com.

Public Comments:

Any person addressing the Barn Theater Board of Directors will be limited to a maximum of five (5) minutes. A total of 15 minutes will be allotted for the Public Comment period unless otherwise extended by the Board President, (Vice President in absence of President). If you are part of a large group that would like to comment on an agenda item, please consider commenting in writing or sending one spokesperson to speak on behalf of the group. Public comments are limited to any item of interest to the public that is within the subject matter of the Barn Theater and that is not disparaging, slanderous or harmful to members of the Barn and our community.

In Person: Persons who wish to address the Board during public comment or regarding an item that is on the agenda may come to any regular Board Meeting. The Board meetings are held on the Second Monday of every month in the Barn Theater lobby at 6:30PM, Unless noted otherwise on the website or social media platforms.

Mail and Email: Members of the public may also submit public comment via U.S. mail at PO Box 108, Porterville CA 93258 or email at barntheatermedia@gmail.com before the meeting. The comments that are received via US mail or email before the meeting will be read in open session during the meeting, provided the comments meet the requirements for Public Comments as posted in the agenda.

As a Courtesy to those in attendance, all individuals are requested to place all cell phones and other electronic devices to silent mode.

I. Call to Order-President

II. Roll Call-Recording Secretary

III. Birthday Acknowledgements

- A. Presented by Cindy Kelly

IV. Public Comment

At this time, members of the public may comment on any item not appearing on the agenda. Under state law, matters presented under this item cannot be discussed or acted upon by the Board at this time. For items appearing on the agenda, the public is invited to make comments at the time the item comes up for Board consideration. Any person addressing the Board will be limited to a maximum of five (5) minutes. Please state your name for the record.

V. Minutes and Financials

- A. February 13, 2023 Board Meeting Minutes - Melanie Tyler (Recording Secretary)
- B. Financial Report - Kate Smith (Treasurer)
1. Discussion and possible action of the minutes and financials.

VI. Unfinished Business

- A. Point of Sale
1. Ash Morales research.
 2. Kate Smith research.
 - a) Discussion and possible action regarding point of sale purchase.
- B. Printer Purchase - On Amazon Wishlist
- C. AC/Heater Repairs
1. Review the repairs needed and discuss pricing
 - a) Discussion and possible action regarding repairs needed.
- D. Kitty Issues
1. Kristin Redford report on cat captures
 2. Fund started for spay and neuter
- E. Dumpster rental
1. Discuss pricing for the rental, schedule date.
 2. Previously motioned and approved 2/13/23:

Motion to approve renting the most reasonably priced dumpster that fits our needs.

Motion: Bob Merzoian

Second: Rachele Alcantar

Ayes: All

VII. New Business

- A. Downtown Porterville Association
 - 1. Requesting collaboration with the Barn Theater for an event to be held downtown.
 - a) Discussion and possible action regarding the Downtown Porterville Association.
- B. Fireworks Booth - June 28-July 4
 - 1. Premises to store the fireworks needed.
 - 2. How will we store the fireworks-C-Train or UHaul.
 - 3. Complete and file permits.
 - 4. Volunteers
 - a) Discussion and possible action regarding the fireworks booth.
- C. Communication - Review new ways of communication as opposed to text messaging.
 - 1. **Google Chat**
 - 2. **Microsoft Teams**
 - 3. **Slack App**
 - 4. Voting outside of Board meetings
 - 5. Time Frame for message voting
 - 6. Separate group for voting only.
 - 7. Reactions in group texts
 - a) Discussion and possible action regarding Board communication.
- D. Event Committee
 - 1. Discussion and possible action regarding the creation of an event committee.
- E. New Roof Leaks during recent storms.
 - 1. Discussion and possible actions regarding roof repairs.
- F. Barn Theater Rules, Regulations and Procedures for all Directors and Participants.
 - 1. Draft to review.
- G. Summer Workshops
 - 1. Schedule dates.

2. Pricing.
3. Volunteers.
 - a) Discussion and possible action regarding summer youth workshops.
- H. Program Charge
 1. Little Mermaid Jr Program charge of \$347.68 that was not paid for.
 - a) Discussion and possible action to pay the charge out of Jr. Company funds.

VIII. Committee/Operations Reports

(Please keep all reports to a maximum of 5 Minutes)

- A. Play Reading Committee Barbra Black & Benjamin Satko
 1. Discussion and possible action regarding the next season.
- B. Financial Committee-Not Active as of yet.
 1. Volunteers for this committee were Directors Smith, Bough, Black, Hickinbotham and Tyler. Mads Black
 2. Schedule a meeting date.
- C. Barn Media/Calendar Update-Ambree Bough (Corresponding Secretary)
- D. Kitchen-Denise Everhart
- E. Reservations-Kristin Redford
- F. Box Office-Vikki Cervantes
- G. Publicity-Kate Smith
- H. Outdoor Maintenance-Bob Merzoian

IX. Director Reports

- A. Anne of Green Gables, Kate Smith and Benjamin Satko
- B. Putnam County Spelling Bee, Denise Everhart and Bob Merzoian
 1. Production Team
 2. Cast List

I. Executive Board Updates/Discussion/Comments

(Any updates from recent Executive Board meetings and/or comments from Executive Board members and general members will be discussed at this time. These discussions are not up for vote at this current meeting, but may be added to the next agenda if necessary.)

X. Upcoming Meetings

- A. Financial Committee Meeting-TBD
- B. Play Reading Committee Meeting-TBD
- C. Youth Theater Program Committee Meeting, May 6, 2023, 10AM

D. Board Meeting, May 8, 2023, 6:30PM

XI. Upcoming Events

A. Anne of Green Gables April 14, 15, and 16 Performance

1. Anne Set Strike April 16 after performance.

B. Sunday, April 23, 2023 - Disneyland Workshop

1. 8:30AM Arrival, 9:15AM Meet with event coordinator-Stage 12, Event time 10AM.

2. Workshop Rehearsals: Tuesday April 11th, and Tuesday April 18th at 6PM-8PM-Lobby

3. Leader: Jason Porter

4. Workshop Chaperones:

5. Board Members Attending: Melanie Tyler, Kate Smith, Ambree Bough, Denise Everhart, Barbra Black

C. Sunday May 28, 2023-Jazmin Garcia Rental

1. Discussion of the event specifics and possible volunteers needed.

XII. Adjournment

Communication Options

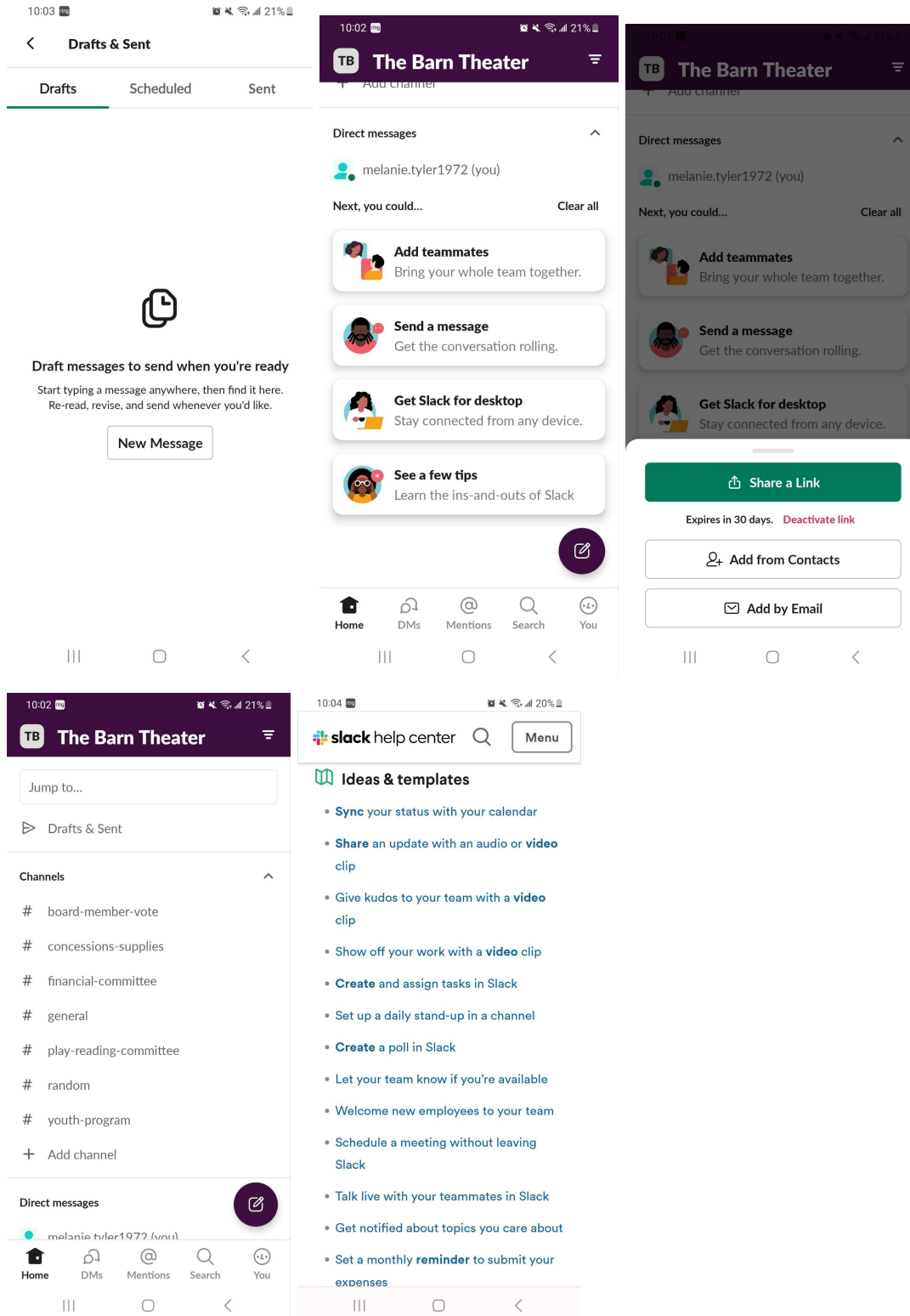
1. **Google Chat:** To use Google Chat, users outside your organization need a Google Account. They need to be a Google Workspace user, or have an account that ends with @gmail.com or a non-Gmail Google Account.



2. **Microsoft Teams:** To get a basic free version of Microsoft Teams: Make sure you have a Microsoft account. If you're using Skype, OneDrive, Outlook.com, or Xbox Live, then you already have an account, but if you don't have one, **it's free to create a new Microsoft account.**



3. **Slack App:** Slack is a new way to communicate with your team. It's faster, better organized, ... Team members discussing work in a channel in the Slack mobile app ...



4. Voting outside of Board meetings should be kept to a minimum, only used for emergencies. If it can wait until a Board meeting, it needs to be put on the agenda.

5. When a vote is added to a group message-we need a time frame for when it will be due and we need to let it rest until that due date. (Ex: Motion and vote needed for changing locks due to a lost key. After the motion and second, we need all votes by 6PM today. Then leave it until at a minimum of an hour before that time, send a reminder that we need ___ more votes.)
6. Separate group for voting only. Votes outside of the Board meetings need to be added to the next agenda and they are getting lost in 100's of messages.
7. Refraining from liking, reacting and emphasizing texts in group messages. It sends the entire text over again to those that do not have that option.