



The Barn Theater

42 S Plano

Porterville CA 93257

(559) 310-7046

www.portervillebarntheater.com

barntheatermedia@gmail.com

Board Of Directors Meeting Minutes

July 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.

I. Call to Order-6:37PM

II. Roll Call

Executive Board in Attendance:

Denise Everhard-President, Vikki Cervantes-Vice President,
Kate Smith-Treasurer, Ambree Bough-Corresponding Secretary,
Melanie Tyler-Recording Secretary

Board Members In Attendance:

Barbra Black, Ashley Chappell, Daniella Lovato (Via Live Stream), Charles
Hickinbotham, Bob Merzoian, Ash Morales, Benjamin Satko (Jr Member), Cindy
Kelly, Kristin Redford, Caitlin Plumlee (Jr Member), Robert Styles

Public in Attendance:

Alvinio Levario, Jose Serna, Mads Black

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. May 8, 2023 Board Meeting Minutes
- B. Financial Report - Kate Smith (Treasurer)
 - 1. Discussion and possible action of the minutes and financials.

Motion to approve the minutes and the financials as presented.

Motion: Cervantes

Second: Bough

Motion passed unanimously.

VI. New Business

- A. Wesley Cox Scholarship Presentation
 - 1. Joseph Ayala is the recipient of the scholarship and will be presented with a check during the last show of Spelling Bee.
- B. Ralph Bourne: Zombies
 - 1. Mr. Merzoian notified the Board that the cast will be doing a reading of the production in the Lobby.
- C. Bob Merzoian: Terry Winkler play
 - 1. Proposed Weekend-September 22 and 23
 - 2. Mr. Merzoian will produce the show.
 - 3. Suggested price-Donations of \$10
 - 4. Concessions will be sold
 - 5. Add to the website for reservations
- D. Youth Program
 - 1. Report on June 4, 2023 Meeting
 - a) Interest in Leadership Team: Denise, Kristin, Jennifer, Stephani, Maria
 - b) Program Name ideas with the most votes:
 - (1) Barn Theater Players-10 votes
 - (2) Barnyard Players
 - (3) Youthe Troupe

- c) The majority of the Board does not want the words Jr or Company in any youth program names or advertising.
 - (1) Ms. Plumlee stated that herself and other past Jr. Company members would not like to see Jr. Company in reference to the Barn Theater youth program
- d) Members of the Board stated that it should be the responsibility of the Leadership team to create the content of the new youth program. Ms. Tyler stated that once the content is created it will need to be submitted to the Board for approval.

E. Fireworks Booth - June 28-July 4-Discussion and possible action.

- 1. Location was bad
- 2. Not enough volunteers
- 3. Greg from Phantom is open to the idea of us getting approval to move the booth to the Barn property next year.
- 4. Uhaul truck worked well and was cheaper and easier than a C-Train.

F. Communication

- 1. Band App
 - a) Majority of the board are signed up and have used it.
 - (1) Polls
 - (2) Events and Reminders
 - (3) RSVP /Attendance
 - (4) Notices/Community Board
 - (5) Files
 - (6) You can see what members have read the items
 - (7) Sign Up sheets
 - (8) Shared Calendar
 - (9) Instant Messaging and in app calling
 - (10) Voice messages
 - (11) Can be used on mobile and desktop

No Action

G. Summer Workshop

- 1. July 15, 2023 9AM-12:30PM
 - a) Elevated Energy is sponsoring the workshop.
 - b) 37 children registered
 - c) Improv-Ambree/Mads
 - d) Acting-Ashley/Ben

- e) Singing-Kristin/Kate
- f) Dancing-Stephani/Alyssa (Elf Choreo)
- g) Comfort Counselors will be present
- h) Flier for Elf Auditions
- i) Vikki providing snacks and water

VII. Unfinished Business

- A. Barn Theater Rules, Regulations and Procedures for all Directors and Participants.
 - 1. Discussion for updates is still in progress.
- B. Point of Sale
 - a) Purchase not going through on the Barn card.
- C. Printer Purchase
 - 1. On Amazon Wish list
- D. AC/Heater Repairs
 - 1. Estimates for AC repairs will be provided next month
- E. Roof Repairs
 - 1. Immediate damages have been repaired.
 - 2. Need to assess the roof in more depth.

VIII. Committee/Operations Reports

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

- A. Financial Committee-Meeting Report from Friday June 4, 2023
 - 1. Attendees: Ambree, Barb, Denise, Mads, Kate
 - 2. Ms. Smith provided a proposed budget.
 - 3. Ms. Smith recommends that 5% from each show's profits should be put into savings.

Motion to transfer 5% from every production's profits to savings.

Motion: Smith

Second: Cervantes

Motion passed unanimously.

- B. Barn Media/Calendar Update-Ambree Bough (Corresponding Secretary)
- C. Kitchen-Denise Everhart
- D. Reservations-Kristin Redford
- E. Box Office-Vikki Cervantes
- F. Publicity-Kate Smith
- G. Play Reading Committee

1. Play submissions July-September
 2. All rights have been purchased except Rudolph as we are still awaiting approval from MTI.
 3. We have approval for the Jr version of Rudolph.
- H. Outdoor Maintenance-Bob Merzoian
1. Nate Smith repainted the sign. He was not able to raise the sign as the wood underneath is in need of a complete replacement.
 2. Mr. Merzoian stated that he will trim the front hedge very low under the sign.
 3. Volunteers from the Barn cleaned up the parking lot and Alvino Levario pressure washed.
 4. City has been dumping trash in our dumpsters that are paid for by the Barn. Denise will talk to Parks and Leisure and Refuse about a new locking dumpster.

IX. Director Reports

A. Putnam County Spelling Bee, Denise Everhart and Bob Merzoian

1. Ms. Everhart and Mr. Merzoian noted that the cast pulled together to support Mr. Hernandez when he had a health issue and could not perform in the final shows. The cast voted to have an encore performance.

I. Executive Board Updates/Board 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-
- B. Play Reading Committee Meeting-TBD
- C. Youth Theater Program Committee Meeting-
- D. Board Meeting, August 14, 2023, 6:30PM

XI. Upcoming Events

- A. Zombie Auditions: July 16 & 17
- B. Willy Wonka Bunco Fundraiser-July 22 5:30PM
- C. Summer Workshop-Saturday, July 15, 2023
- D. Carolyn Magowan Funeral-July 23, 2023-3PM-6PM
- E. Carolyn Mahican Funeral-July 29, 2023-1:30PM-5PM

F. Florence Baltazar Party-August 5, 2023-5PM-10PM

XII. Adjournment-8:50PM