



The Barn Theater

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Board Of Directors Meeting Minutes

September 11, 2023

I. Call to Order- Denise Everhart 6:33PM

II. Roll Call

Executive Board in Attendance:

Denise Everhart-President, Kate Smith-Treasurer, Ambree Bough-Corresponding Secretary, Melanie Tyler-Recording Secretary

Board Members In Attendance:

Barbra Black, Ashley Chappell (Arrived 6:45PM), Charles Hickinbotham, Benjamin Satko (Jr Member), Cindy Kelly, Kristin Redford, Daniella Lovato, Rachele Alcantar-Serna , Bob Merzoian

Board Members Absent:

Robert Styles, Caitlin Plumlee (Jr. Member), Ash Morales, Vikki Cervantes

Public in Attendance:

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. August 14, 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 financials as presented.

Motion: Merzoian

Second: Redford

Ayes: Smith, Tyler, Lovato, Bough, Black, Hickinbothom, Redford, Kelly, Alcantar-Serna, Merzoian

Absent: Chappell, Styles, Cervantes, Morales

Abstain: Everhart

Motion passed.

VI. New Business

- A. Discussion and Possible Action Regarding Robert's Rules of Order
 - 1. Committees

No Action

- B. Discussion and Possible Action Regarding Proposed Mission and Vision Statements.
 - 1. Vision Statement: To bring joy to our community; joy through the power of art.
 - 2. Mission Statement: Our mission is to provide enrichment and understanding of live theater by cultivating a safe, respectful, inclusive, and supportive environment for persons in our surrounding community. Our goal is to encourage and foster a love of theater and performing arts for all that participate, and to help "Keep Live Theater Alive in Porterville".
 - a) These are needed for Grant Applications.
 - b) Appropriate to give a clear picture of what our Board strives to accomplish.

Motion: Redford

Second: Bough

Ayes: Smith, Tyler, Lovato, Bough, Black, Hickinbothom, Merzoian, Redford, Kelly, Alcantar-Serna

Absent: Chappell, Styles, Morales

Abstain: Everhart
Motion passed.

- C. Discussion and Possible Action Regarding the 2024 Winter Show
 - 1. Review Submissions

Discussion of the different options presented, including Fearless Dick and A Christmas Carol. Ms. Tyler suggested that we do a gender flipped version of Christmas Carol and volunteered to direct it.

Motion to accept the submission of a Christmas Carol directed by Melanie Tyler.

Motion: Smith
Second: Lovato
Motion passed unanimously.

- D. Discussion and Possible Action Regarding the Fall Workshop
 - 1. Proposed Date: Saturday, November 25, 2023

No date decided upon. Tabled to the next meeting.

- E. Discussion and Possible Action Regarding the Kitchen Freezer
 - 1. Freezer is broken.
 - 2. Fridge and Ice Maker Quotes

Tabled until quotes are obtained.

- F. Special Friends Day
 - 1. Implementing Special Friends Day into each production run on a matinee performance. (This is something the Barn previously offered.)
 - 2. Special Needs and/or Elderly free with caregiver ticket at \$5
 - 3. Would need to be advertised so that patrons are aware and can plan their attendance accordingly.

Motion to implement Special Friends Day for all shows, with the date for the promotion to be decided upon by the director.

Motion: Tyler

Second: Alcantar-Serna
Motion passed unanimously.

G. Discussion and Possible Action Regarding the Season Tickets and Sponsorships

1. Season Ticket Pricing
 - a) What does it include

Cindy Kelly will work on a proposal of what Season Ticket packages will include for the 2025 Season with help and direction from the Board.

2. Business Sponsorships
 - a) What does it include
 - b) Sample of Elf proposal

Kate Smith will work on revising what the sponsorship packages will include and pricing.

H. Discussion and Possible Action Regarding Monache High School Choir Sponsorship

1. Angel Lopez Submitted: Review the options.

No Action. Angel Lopez was not present.

I. Caitlin Plumlee

1. Presenting Sr. Project to the Board

No Action. Caitlin Plumlee was not present.

VII. Unfinished Business

(Discuss and possible action *if* there are any updates)

A. Barn Theater Rules, Regulations and Procedures for all Directors and Participants.

1. *Final Revision will be presented at the October Board Meeting for vote.*

B. Band App for Communication

1. Vote to use as primary source of communication.

Motion to use Band App as the primary source of communication.

Motion: Alcantar-Serna
Second: Bough
Motion passed unanimously.

- C. Printer Purchase -Printer has been purchased.
- D. AC/Heater Repair
- E. Roof Repairs
- F. Elections**
 - 1. Review Deadlines and Voting Process

Ballots will go out in October.
Return ballots must be postmarked by 11/6/23 or hand delivered by 11/13/23.

- G. 2025 Season Play Submissions
 - 1. Deadlines for submissions -October 15, 2023
 - 2. *Update at November Board Meeting*

VIII. Committee/Operations Reports

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

- A. Financial Committee-Meeting Report from Friday June 4, 2023
- B. Barn Media/Calendar Update-Ambree Bough (Corresponding Secretary)
- C. Youth Program Committee
- 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. Elf the Musical-Denise Everhart
- B. Terry Winkler Play Update by Bob Merzoian

I. Board Discussion/Comments

(Any updates or comments from 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.)

Kate Smith highlighted an app called Go Forms that could be used to collect data for us in the future for shows and general business items like our liability form and code of ethics. It is \$144 per year.

Rachele Alcantar-Serna suggested the possibility of the Barn hosting a Trunk or Treat Halloween event in the future.

X. Upcoming Meetings

- A. Financial Committee Meeting-
- B. Play Reading Committee Meeting-
- C. Youth Theater Program Committee Meeting-
- D. Board Meeting, October 9, 2023, 6:30PM

XI. Upcoming Events

- A. Jesika Bowker Event-September 16, 2023
- B. Terry Winkler Play-September 22 and 23, 2023
- C. Buzzard Fest-October 7, 2023
- D. Zombies-October 13, 14, 15, 20, 21 and 22, 2023
- E. 2025 Play Submission Deadline-October 15, 2023

XII. Adjournment-Denise Everhart 8:29PM