



The Barn Theater

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Board Of Directors Meeting Minutes

December 4, 2023

I. Call to Order- Denise Everhart-6:38PM

II. Roll Call

Executive Board in Attendance:

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

Board Members In Attendance:

Charles Hickinbotham, Barbra Black, Cindy Kelly, Bob Merzoian, Rachele Alcantar-Serna, Ashley Chappell, Kristin Redford, Daneilla Lovato (Arrived 6:45PM), Bobby Styles (Arrived 7:20PM, Left 8:30PM)

Board Members Absent:

Benjamin Satko-Jr. Member, Caitlin Plumlee-Jr. Member, Ash Morales

Public in Attendance:

Jose Serna, Madeline Black, Todd Mathenia, Isaac Hernandez

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.

None

V. Minutes and Financials

- A. October 9, 2023 Board Meeting Minutes
 - 1. Ms. Redford would like a revision to the item referring to amendment of by laws in regards to allowing Jr. members to be elected to reflect a no vote from her.
- B. Financial Report - Kate Smith (Treasurer)
 - 1. Ms. Smith reviewed the financials.

Motion to approve the minutes and financials with the included revision of the October 9, 2023 minutes.

Motion: Cervantes

Second: Merzoian

Motion passed unanimously.

VI. New Business

- A. Discussion and Possible Action Regarding the Barn Theater Rules, Regulations and Procedures for all Directors and Participants.
 - 1. Review the revised draft.
 - 2. Rules for alcohol consumption backstage.
 - 3. Hosscar Questions.
 - 4. Event Space Reservations.
 - a) Pricing for reservations.

The Board had a lengthy discussion regarding the revisions and added some additional revisions. Ms. Tyler will make the changes and present the final draft to the Board at the January meeting.

- B. Election
 - 1. Discussion and Possible Action regarding the ballot results.
 - a) The following have been elected onto the Board for 2024/2025:
 - (1) Issac Hernandez
 - (2) Stephani Berra
 - (3) Benjamin Satko
 - (4) Kate Smith
 - (5) Kristin Redford
 - (6) Cindy Kelly

(7) Ambree Bough

b) The official ballot results were not presented.

2. Discussion and possible action regarding the appointment of the Executive Board for 2024.

a) The following Board members have submitted their intent to run again for their positions:

(1) Vikki Cervantes-Vice President

(2) Kate Smith-Treasurer

(3) Melanie Tyler-Recording Secretary

(4) Ambree Bough-Corresponding Secretary

b) Ms. Everhart stated that she will not be running for the Executive board and may be resigning from the Board. She stated she will get back to the Board regarding her final decision.

C. Youth Program Committee-Discussion and Possible Action

1. Workshop-January 3rd and 4th.

a) \$10 per child

b) 6-13 years old

2. Production-Todd Mathenia has submitted a play to direct.

3. Sign Ups

4. Logo-The new logo has been designed by Todd Mathenia.

No Action

D. Play Reading Committee

1. Tabled to January Meeting

E. Quickbooks

1. The version we have is outdated and needs to be upgraded when we have the funds.

F. Articles of Incorporation

1. Discussion and possible action.

a) Our Articles of Incorporation are outdated and need to be amended.

No Action

G. Firework Fundraiser

1. Discussion and possible action.

a) Ms. Tyler reviewed the correspondence from Phantom Fireworks regarding the location options.

Motion to accept the location of Big Brand Tires and store a c-train at Gray's AC property.

Motion: Smith

Second: Bough

Noes: Alcantar-Serna

Motion Passed.

H. Solar Lights for Outdoor Stage.

1. No update.

A. Discussion and Possible Action Regarding Fundraising Proposal from Rachele Alcantar-Serna and Jose Serna.

1. Rachele and Jose will present a proposal with pricing to the Board.
 - a) Ms. Alcantar-Serna and Mr. Serna discussed the pricing options for the fundraising idea of selling tacos at events to raise funds for the Barn Theater.
 - b) They asked the Barn would pay the costs for the meat and that the Sernas would donate the other supplies needed and the labor.

The Board agreed to allow a trial run of this fundraising idea for the final performance of Elf. The Board will review the results at the January meeting and will decide if this is a fundraiser they are interested in pursuing at future events.

B. Tree Trimming-Discussion and possible action.

1. Mr. Merzoian will get a bid for the tree trimming and submit it to the Board.

C. Tule Town Book and Anniversary DVD-Discussion and possible action.

1. Mr. Merzoian would like to sell these items at concessions/website and the Barn would share in the profit.

The Board discussed the idea and decided that while it would be too difficult to monitor shipping and fees on the website, it might be a good item to offer in concessions. The Board will discuss after they make sure it is a viable option with our 501c3 rules.

No Action

VII. Committee/Operations Reports

(Please keep all reports to a maximum of 5 Minutes. Items reviewed in reports are up for discussion and possible action.)

- A. Barn Media/Calendar Update-Ambree Bough (Corresponding Secretary)
- B. Kitchen and Events-Denise Everhart
- C. Reservations-Kristin Redford
- D. Box Office-Vikki Cervantes
- E. Publicity-Kate Smith
- F. Outdoor Maintenance-Bob Merzoian
- G. Building and Equipment Repair and Maintenance
 - 1. Roof Repairs
 - a) Ms. Everhart stated that Global Roofing will be submitting an invoice for sealing the roof.
 - 2. AC/Heating Repairs
 - 3. Plumbing Repairs
 - 4. Kitchen Equipment
 - 5. Technical Equipment

VIII. Director Reports

- A. Elf the Musical-Denise Everhart
- B. Change at Last-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.)

IX. Upcoming Meetings

- A. Financial Committee Meeting-TBD
- B. Play Reading Committee Meeting-TBD
- C. Youth Theater Program Committee Meeting- December 12, 2023
- D. Board Meeting, January 8, 2024, 6:30PM

X. Upcoming Events

- A. Discussion and possible action regarding space rentals from the calendar.

The Board discussed that we should take a year off from event and space rentals, with the exception of community outreach events. Our current Board is not available to help with many of these events due to work and familial obligations.

No Action

XI. Adjournment-8:52PM