



The Barn Theater

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Board Of Directors Meeting Minutes

April 15, 2024

I. Call to Order- 6:35PM

II. Roll Call

Executive Board Members Present: Vikki Cervantes - President, Barbra Black - Vice President, Kate Smith - Treasurer, Ambree Bough - Corresponding Secretary, Melanie Tyler-Recording Secretary

Board Members Present: Cindy Kelly, Stephani Berra, Benjamin Satko, Kristin Redford, Isaac Hernandez, Ashley Chappell, Bob Merzoian

Board Members Absent: Ash Morales, Charles Hickenbotham

Public in Attendance: Madeline Black, Rachele Alcantar-Serna, Jose Serna

III. Birthday Acknowledgements

A. No Birthdays

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.

Ms. Alcantar-Serna asked if we would be appointing a member to the open position on the board. Ms. Tyler noted that per our bylaws it is not necessary to appoint a new member as we have more than the required quorum on the board at this time. The Board will wait until the next election to add a new member.

V. Minutes and Financials(Consent Calendar)

Items on the consent calendar are to be reviewed prior to the meeting. All Consent Calendar Items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made, in which event the item will be removed from the Consent Calendar. All items removed from the Consent Calendar for further discussion will be heard at the end of Scheduled Matters

- A. February 11, 2024 Executive Board Meeting Minutes
 - a) No Action from previous meeting.
- B. March 2, 2024 Executive Board Meeting Minutes
 - a) No Action from previous meeting.
- C. Financial Report - Kate Smith (Treasurer)
- D. March 11, 2024 Board Meeting Minutes

Motion to approve the minutes and financials as presented.

Motion: Kelly

Second: Bough

Motion passed unanimously.

VI. New Business

- 1. Sponsors
 - a. Cindy Kelly

The Board discussed some ideas for sponsors of the 2025 season. Ms. Kelly will work on a letter or proposal for the Board.

- 2. Financial Access
 - a. Account Signers
 - b. Card Holders
 - i. Kate Smith

Motion to approve the changes to the signers and bank cards on both the junior company account and the Barn account as presented in the letter that was presented as follows:

Account # 0101417608

Denise Everhart, Barn Theater President-**Remove**

Vikki Cervantes-Board Member-**Remove**

Please add the following signers to this account:

Kristin Redford, Board Member/Program Director-**ADD**

Stephani Berra, Board Member/Asst Program Director-**ADD**

Account # 126704370

Denise Everhart-Barn Theater President-**Remove**

Please deactivate/cancel the bank card issued to Denise Everhart.

Katie Blevins-Board Member-**Remove**

Please Add the following as signers to this account:

Barbra Black-Barn Theater Vice President-**ADD**

Stephani Berra-Board Member-**ADD**

Signers to Remain on Account:

Kate Smith-Barn Theater Treasurer

Melanie Tyler-Barn Theater Recording Secretary

Please issue bank cards to the following:

Barbra Black, Stephani Berra and Melanie Tyler

Motion: Redford

Second: Bough

Motion passed unanimously.

3. Firework C-Train Rental

a. Allied-\$782.23

b. Shropshire-\$500

i. Make Reservation for delivery of C-Train Sat 6/22-Mon 6/24. Whatever date and time we can during that time frame.

ii. Fireworks will be delivered on either Tuesday 6/25 or Wednesday 6/26. Date and time to be confirmed.

Motion for Kate Smith to reserve a C-Train from Shropshire.

Motion: Smith

Second: Kelly

Motion passed unanimously.

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)
 - 1. Ms. Bough reported that she has been working with Ms. Redford to update reservations on the calendar.
- B. Reservations/Events-Kristin Redford
 - 1. There are two reservations that will be moving to the walk through and deposit as there are enough volunteers for the events.
 - 2. We need to add new verbiage to the website about tickets being non refundable and non transferable.
 - 3. The reservations phone needs to send a text out for all non-paid reservations that states tickets will be held until 15 minutes prior to the start of the performance, at that time, tickets will be released to walk in purchases.
 - 4. This verbiage needs to be included in advertising.
- C. Youth Program Committee-Kristin Redford
 - 1. There is a workshop scheduled for this summer. Details are being finalized.
- D. JTF Committee-Rachele Alcantar
 - 1. Committee will submit a proposal at the May Board Meeting.
 - a) Youth committed to attending.
 - b) Fundraising plan.
 - c) Presentation for JTF-what show will be used.
- E. HOSSCAR Committee-Melanie Tyler
 - 1. The Hosscar committee met on 3/30/24 and went over the last show ballot and the ballot for Wonka. The reports were that the new ballot went smoothly. Another meeting will be planned after the close of the last 2024 season show.
- F. Publicity-Kate Smith
 - 1. There is an increase in shares and tags on social advertising.
 - 2. Ms. Smith would like for us to start looking for someone younger and good with social activity to take over the advertising.
- G. Outdoor Maintenance-Bob Merzoian
 - 1. Mr. Merzoian sprayed weeds and cared for the rose garden.
 - 2. Mr. Merzoian will ask Nat Briones if he can come help to replace the barbed wire around the bullpen. Ms. Berra has secured some gently used barbed wire.
 - 3. Mr. Merzoian will get a quote for tree trimming.

VIII. Director Reports

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

- A. Wonka-Kate Smith
 - 1. Ms. Smith reviewed the attendance and sales for the opening weekend.
- B. Misery-Todd Mathenia-Not Present
 - 1. Auditions: April 29, 30 and May 1
- C. Vagina Monologues-Kate Smith
 - 1. Ms. Smith notified the Board that she is not open to directing the production for the following reasons:
 - a) She was not asked to direct the show.
 - b) She does not feel comfortable directing a show is a recreation of someone else's vision.
 - c) She does not have time on her plate to give to this production during the slot scheduled.
 - (1) She will speak with the cast and will let the Board know her final decision.

I. Unfinished Business

(Discussion and possible action regarding any previously discussed items that have not been resolved. Items will remain on the Unfinished Business list until resolved.)

- ~~A. Solar Lights for Outdoor Stage~~
- B. Tree Trimming
 - a. Mr. Merzoian will get a quote.
- ~~C. Tule Town Book and Anniversary DVD~~
- ~~D. Quickbooks Renewal~~
- E. Articles of Incorporation
 - a. Adding the Museum as the successor to the funds if the Barn folds was the most popular opinion of the Board.
- F. Burton Donation (Moved from previous meeting)
 - a. Kate Smith
 - i. Income from the Burton event for tickets and concessions was \$1190.00.

Motion to donate \$500.00 to Burton School District.

Motion: Tyler
Second: Chappell
Motion passed unanimously.

~~G. Q&A Fundraiser Proposal~~

H. Improvement Ideas Update

- a. Ms. Redford got quote of \$4 per square foot for vinyl plank flooring to replace carpet in lobby. The Barn will be requesting a donation from the Noon Rotary Club of \$6,000.00.

~~I. Stage Lighting~~

J. Plumbing Repairs

- a. Nate Smith found the water turned down at the main valves. He adjusted the valves and snaked the lines. We had no toilet issues during the opening weekend of Wonka.
- b. Mr. Smith reported that we will eventually need to make repairs to the pipes and the angle they are laid towards the sewer.

K. Kitchen Equipment

- a. Remove Broken Freezer
 - i. Possibly take the freezer during City Clean Up on 4/20/24.
 - 1. After the meeting we discovered freezers not applicable for clean up.

~~L. Sprinkler Repairs~~

II. 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.)

Ms. Berra noted that the Porterville Fair is in need of volunteers for a photo booth at the May 16th Special Friends day. 9AM-1PM

Mr. Merzoian is going to get a script to peruse called Grave Mistakes that was performed at the Melodrama in Cayucos. The play was funny and written by a CA local.

IX. Upcoming Meetings

- A. JTF Committee Meeting- Prior to next Board Meeting
- B. Executive Board Meeting -May 6, 2024, 6:30PM

C. Board Meeting-May 13, 2024, 6:30PM

X. Upcoming Events

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

XI. Adjournment-8:09PM