



**The Barn Theater**

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Board Of Directors Meeting Agenda

**May 13, 2024**

**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](mailto: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](mailto: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-**

**II. Roll Call**

**Please sign in and sign out if you leave early.**

**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 (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. April 15, 2024 Board Meeting Minutes
- B. May 6, 2024 Executive Board Meeting Minutes
- C. Financial Report - Kate Smith (Treasurer)

**VI. New Business**

- A. Wesley Cox Scholarship Applications
- B. Plumlee Sr Project
  - 1. Executive Board
- C. Review ByLaws
  - 1. Executive Board
- D. Sponsors/Advertising/Promotions/Season Tickets
  - 1. Cindy Kelly & Melanie Tyler
- E. Phone Reservations and General Seating
  - 1. Melanie Tyler

- F. Board Liaison for Conflict Resolution
  - 1. Vikki Cervantes
- G. 2024 Fundraisers
  - 1. Comedian Andy Gross
  - 2. Q & A Fundraiser
    - a) Kate Smith
- H. Vagina Monologue Update
  - 1. Kate Smith
- I. Hiring a CPA for the Barn
  - 1. Kate Smith
- J. Bar & Box Office Training
  - 1. Melanie Tyler
  - 2. Guide to upload to Band
- K. Quarterly Barn Clean Up Days
  - 1. Melanie Tyler
- L. Supplies and Purchases
  - 1. Kristin Redford-Walkway Sign
  - 2. Kristin Redford-Table Cloths
  - 3. Gloves for cleaning
  - 4. Stock Cleaning Supplies
  - 5. Stock Paint Supplies
    - a) Roller Covers, Liners, Brushes
    - b) Black Paint
    - c) Barn Red Paint

## **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. Reservations/Events-Kristin Redford
- C. Youth Program Committee-Kristin Redford
- D. JTF Committee-Rachele Alcantar & Ashley Chappell
- E. HOSSCAR Committee-No Update
- F. Box Office-Vikki Cervantes
- G. Publicity-Kate Smith
- H. Outdoor Maintenance-Bob Merzoian
- I. Financial Committee-No Update
- J. Play Reading Committee-No Update

## **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
- B. Misery-Todd Mathenia

## **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. Tule Town Book and Anniversary DVD
- B. Quickbooks Renewal
- C. Articles of Incorporation
- D. Improvements and Repairs-List in agenda packet.

## **II. Board Discussion/Comments and/or Consent Calendar Discussion**

**(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. Consent Calendar items moved to this section are up for discussion and will be put back on the next agenda for final vote.)**

## **IX. Upcoming Meetings**

- A. Financial Committee Meeting-None Planned
- B. Play Reading Committee Meeting- None Planned until starting work on 2026 Season
- C. Youth Theater Program Committee Meeting-
- D. JTF Committee Meeting-
- E. HOSSCAR Committee Meeting- Will be scheduled after Scrooge closes, unless an issue arises.
- F. Executive Board Meeting-June 3, 2024, 6:30PM
- G. Board Meeting-June 10, 2024, 6:30PM

## **X. Upcoming Events**

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

## **XI. Adjournment**