



**The Barn Theater**

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Executive Board Meeting Minutes

**March 2, 2024**

**I. Call to Order- 9:30AM**

**II. Roll Call**

**Executive Board in Attendance:**

Vikki Cervantes-Vice President

Kate Smith-Treasurer

Ambree Bough-Corresponding Secretary

Melanie Tyler-Recording Secretary

**Youth Program Director:** Present: Kristin Redford

**Assistant Youth Program Director:** Rachele Alcantar-Serna

**III. New Business**

1. JTF and Youth Program Leadership
  - a) Address the items that Ms. Alcantar-Serna brought up regarding JTF

The Executive Board discussed Ms. Alcantar-Serna's desire to create an opportunity for youth to go to JTF. It was re-established that the youth program needs to be separate from any JTF experience. The plans and vision that Ms. Redford has for the youth program were also discussed and unanimously supported by the Executive Board members present.

The Executive Board proposed that Ms. Alcantar-Serna separate herself from leadership of the youth program and focus her passions on developing a plan/proposal for JTF that can be presented to the Board. It was also recommended that she create a

committee to help her to plan and run the event as well as all the rehearsals and meetings leading up to it and plan fundraising. If the proposal is accepted by the Board, the Barn can help with promoting recruitment posts and fundraisers on the main barn theater socials. The youth program would not participate in advertising for the event. Ms. Cervantes volunteered to meet with her to develop a timeline of tasks that will need to be completed to accomplish that goal.

The Executive Board feels that it is important to keep JTF completely separate from the youth program and if Ms. Alcantar-Serna would like to continue working on making JTF a reality, she should step away as a leader from the youth program and head a JTF committee in lieu of the youth program leadership. She would still be permitted to be a parent committee member for the youth program if her child participates in that program.

From the youth program guidelines:

a. Competitions

1. Not a requirement of participation. All Competitions will be optional and separate from the main program.

Ms. Redford left the meeting.

2. Board Meeting Procedures

The Executive Board reviewed guidelines for discussions during Board Meetings and voting.

Ms. Alcantar-Serna was advised to present her questions and concerns during public comment. The person leading the meeting is to let the public members know when it is an appropriate time to have discussions on topics.

Once voting has begun, there is no further discussion.

Questions and concerns over voting results should be submitted to the [barntheatermedia@gmail.com](mailto:barntheatermedia@gmail.com) email, and requests can be made to have a topic added to an agenda.

Closed Session regarding Code of Ethics

Ms. Alcantar-Serna left the meeting.

3. Board Meeting Procedures and Concerns

- a) The Executive Board discussed that once a question/topic has been answered, the person leading the meeting needs to stop the discussion and progress the meeting along. If a

topic needs further discussion, it can be added to another agenda.

b) President Voting and Making Motions

1. It has been observed that at the last couple of meetings the President has been making and seconding motions. If this is to continue, the bylaws will need to be amended.
2. At the 10/9/23 meeting this topic was discussed and the Board decided not to take action, which left the status the same as in the bylaws, which states that the President does not have voting rights unless there is a tie.
3. 1/8/24 Motion to accept the withdrawal of Ms. Black and for Ms. Cervantes to be elected as Vice President.

Motion: Everhart

Second: Black

Motion passed unanimously.

4. 1/8/24 Motion to waive a vendor booth fee in lieu of the donation of confections for the edible set pieces and to allow First Fruits Produce to set up a booth in the lobby for the run of the production.

Motion: Everhart

Second: Cervantes

Motion passed unanimously.

5. 1/8/24 Motion to approve the proposals from Staffords and to allow them to purchase tickets at the group rate of \$5 per ticket with a minimum of 10 tickets.

Motion: Tyler

Second: Everhart

Motion passed unanimously.

6. 2/12/24 Motion to approve the financial reports as presented.

Motion: Tyler  
Second: Everhart  
Motion passed unanimously.

7. 2/12/24 Motion to switch cell service to Mint Mobile.

Motion: Everhart  
Second: Bough  
Motion passed unanimously.

#### 10/9/23 President Voting Rights

- a) Discussion and possible action regarding the voting guidelines of  
The President of the Board.

(1) Melanie Tyler researched the standard rules for a President to vote on issues. Our current process is applicable to our situation, however, if we do not have a quorum, the President can make up a spot to get us to a quorum and can vote as the rest of the body. The President can vote to break a tie and to make a tie for a motion to fail.

(2) From Robert's Rules of Order:

No, it is not true that the president can vote only to break a tie. If the president is a member of the voting body, he or she has exactly the same rights and privileges as all other members have, including the right to make motions, to speak in debate, and to vote on all questions. So, in meetings of a small board (where there are not more than about a dozen board members present), and in meetings of a committee, the presiding officer may exercise these rights and privileges as fully as any other member. However, the impartiality required of the presiding officer of any other type of assembly (especially a large one) precludes exercising the rights to make motions or speak in debate while presiding, and also requires refraining from voting except (i) when the vote is by ballot, or (ii) whenever his or her vote will affect the result.

When will the chair's vote affect the result? On a vote that is not by ballot, if a majority vote is required and there is a tie, he or she may vote in the affirmative to cause the motion to prevail. If there is one more in the affirmative than in the negative, the chair can create a tie by voting in the negative to cause the motion to fail. Similarly, if a two-thirds vote is required, he or she may vote either to cause, or to block, attainment of

the necessary two thirds. [RONR (12th ed.) 44:12–13; see also Table A, p. 206 of RONR In Brief.]

No Action

**Barn Theater ByLaws:**

**SECTION 2: PRESIDENT:** The President shall be the chief executive officer of the corporation. He/she shall preside at all meetings of the members, Board of Directors and the executive Board and shall exercise a general supervision of the ADOPTED TBA business affairs and property of the corporation. He/she shall oversee all committees, except the nominating committee. He/she shall have subject to the advice and control of the Board of Directors, charge of the direction and general management of the affairs, business, and volunteers of the corporation. He/she shall have such powers and perform such other duties as may be assigned to him/her by the Board of Directors or by the bylaws. The president does not cast a vote unless there is a tie. The President then breaks the tie with their vote.

c) The Executive Board briefly discussed that once votes are made and decided on by the Board, they should not be continuously brought up in efforts to get the decisions changed.

4. Agendas

- a) Ms. Tyler requested that all Executive Board members review the agendas thoroughly prior to the meeting and get any questions and concerns answered prior to the meeting.
- b) The Executive Board should be aware of why items are on the agenda and who requested for them to be there.

**IV. Adjournment-11:45AM**