



The Barn Theater

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Executive Board Meeting Minutes

June 3, 2024

I. Call to Order- 6:30PM

II. Roll Call

Executive Board in Attendance:

Vikki Cervantes-President

Barb Black-Vice President

Kate Smith-Treasurer

Ambree Bough-Corresponding Secretary

Melanie Tyler-Recording Secretary

JTF Committee Members: Rachele Alcantar-Serna

III. New Business

1. JTF Event

The Executive Board discussed the steps and deadlines that Ms. Alcantar had agreed to on May 20, 2024.

- Another co-leader needs to be picked. Ms. Alcantar stated she has someone she will be asking and will get back to the Board on who the other leader is.
- Ms. Alcantar will submit a final parent contract to the Executive Board for approval by **Friday, May 24, 2024.**
 - **A draft of the contract was submitted on May 23, 2024. Ms. Tyler and Ms. Smith submitted changes to the contract. Final draft was never sent.**

- Ms. Alcantar stated she would let the Executive Board know which show they have chosen by **Monday, May 27, 2024.**
 - **As of 6/3/24 the show has not been submitted.**
- Ms. Alcantar needs to submit a final rehearsal schedule to the Board. (All dates need to be reported to the Corresponding Secretary for confirmation on conflicts and updating of the calendars.)
 - **As of 6/3/24 rehearsal schedule not submitted.**
- Ms. Alcantar has listed the show in her first proposal as a fundraiser. She needs to submit a proposal for the show which includes:
 - Show dates. (Play Reading Committee needs to review dates and all dates need to be reported to the Corresponding Secretary for confirmation on conflicts and updating of the calendars.)
 - Pricing.
 - Volunteer needs.
 - Any other important information regarding the performances.
 - **As of 6/3/24 the proposal has not been submitted.**
- Ms. Alcantar would like to hold auditions the second week of June.
 - **As of 6/3/24 audition plans are not submitted.**

2. The Executive Board agenda items for 6/10/24.

IV. Adjournment-8:14PM