



The Barn Theater

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Board Of Directors Meeting Minutes

July 8, 2024

I. Call to Order- 6:34PM

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, Kristin Redford, Isaac Hernandez, Ashley Chappell, Charles Hickinbotham, Ben Satko, Caitlin Plumlee-Jr Member, (Arrived at 7:01 PM)

Board Members Absent: Ash Morales, Bob Merzoian, Stephani Berra

Public in Attendance: Madeline Black, Cathy Cassidy

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.

Ms. Cassidy asked what happened to comments she had made on the Friends of the Barn band app. Ms. Tyler stated that posts are periodically removed from the page as they are resolved or the volunteer opportunities are completed to keep the page streamlined and easy to search for the current volunteer opportunities.

Ms. Tyler highlighted that the purpose of the Friends of the Barn page is to gain volunteers outside of Board Members for events and activities. Any complaints and concerns should be emailed to the barntheatermedia@gmail.com account.

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. June 10, 2024 Board Meeting Minutes
- B. BAND App Vote Approved Purchases
 - 1. June 14, 2024 Tree Trimming Quote Approval-\$500
 - 2. June 20, 2024 Generator Purchase-\$600
- C. Financial Report - Kate Smith (Treasurer)

Motion to approve the consent calendar as presented.

Motion: Kelly

Second: Redford

Motion passed unanimously.

VI. Director Reports

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

- A. Misery-Todd Mathenia
 - 1. Misery Fundraiser, July 13, 2024

Todd Mathenia reported on the progress of the Misery production, and highlighted information regarding a Ghost Hunt fundraiser for the production.

- B. Ms. Scrooge-Melanie Tyler
 - 1. Ms. Scrooge Fundraiser, October 18 and 19, 2024

Ms. Tyler reported on the upcoming auditions for Ms. Scrooge, and highlighted a fundraiser of a haunted house and Trunk or Treat for the production.

VII. New Business

A. Bar Fridge Quotes-Cindy Kelly

1. \$829 for a fridge the same make and model of the current one.

Motion to purchase the bar fridge per the \$829 quote.

Motion: Hickinbotham

Second: Kelly

Motion passed unanimously.

B. Ice Maker Quotes-Cindy Kelly

1. \$374
 - a) Tabled until the Board approves events to start back up.

C. Plumbing Repairs

1. Postponed to next meeting. Mr. Merzoian not in attendance.

D. Boys & Girl's Club

1. Willy Carillo-Would like to partner with us for Native American Plays.
 - a) The Board discussed and has decided to postpone further discussion until more information is provided.

E. CPA Update

1. Kate Smith & Vikki Cervantes
2. Quote-\$100 per month. Tax preparation: \$250-\$800 depending on the needs.
3. The CPA will prepare reports, conduct a yearly audit and prepare our taxes. The treasurer's duties will be to track deposits, communicate with the CPA, and send all information over to the CPA.

Motion to hire Marina Rodriguez as our CPA per the quotes provided.

Motion: Tyler

Second: Redford

Motion passed unanimously.

F. Firework Booth Update

I. 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.)

VIII. Upcoming Meetings

- A. Executive Board Meeting
- B. Board Meeting-August 12, 2024, 6:30PM

IX. Upcoming Events

- A. Discussion and possible action regarding space rentals from the calendar.
 - 1. Spirits With Spirits Podcast- August 1, 2024
 - 2. Night of Improv-October 12, 2024
 - 3. Chris wineland Fundraiser-August 31, 2024

X. Adjournment-7:32PM