



The Barn Theater

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Board Of Directors Meeting Minutes

August 11, 2025

I. Call to Order- 6:31 pm by Barbra Black, President

II. Roll Call

Executive Board Members Present: Barbra Black - President, Cindy Kelly - Vice President, Kate Smith - Treasurer, Melanie Tyler - Secretary

Board Members Present: Erik Tyler (Arrived at 6:45 PM Via Live Stream), Stephani Berra, Ambree Bough, Charles Hickinbotham, Vera Bennett, Melissa Kirkpatrick, Isaac Hernandez, Bob Merzoian (Arrived at 6:35 PM), Ash Morales (Via Live Stream), Madeline Black

Members of the Public Present: Darian Martinez, Cathay Cassidy, Ellie Berra, Todd Mathenia

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. July 14, 2025 Board Meeting Minutes

Motion to approve the Consent Calendar as presented.

Motion: M. Tyler

Second: Kirkpatrick

Ayes: M. Tyler, Kirkpatrick, Smith, Kelly, M. Black, Bennett, Berra, Hickinbotham, Hernandez, Bough, Morales

Absent: Merzoian, E. Tyler

Motion passed unanimously.

VI. Events and Reservations-Discussion & Possible Action

1. Lion King Jr Workshop-August 23 9am-12pm
2. Rawhide Baseball Game-August 30th
3. Shai Ones Fundraising Dinner
 - a. Mr. Mathenia proposed a possible date of September 5th, but he will get back with the Board regarding confirmed dates. All food will be prepared offsite.

I. Director Reports

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

A. Bardy Bunch-Charles Hickinbotham

1. The Board discussed the opening night gala and the need to make sure that patrons and casts are aware that they can stay for the gala after the show is over.

B. Shai Ones-Todd Mathenia

1. Mr. Mathenia requested that he be able to sell merchandise in the lobby during his production that would be a fundraiser for his show expenses.

Motion to allow the Shai Ones Production to sell items in the lobby and the profits will be used for his show expenses. Mr. Mathenia will be required to document the income and expenses. Monies raised cannot be used for personal profit and must all be attributed to production expenses.

Motion: M. Tyler
Second: Smith
Motion passed unanimously.

II. New Business (Discussion and Possible Action)

A. 2026 Season-Barb Black

Motion to accept the tentative 2026 Season as presented and to allow the treasurer to pursue securing rights for the proposed plays.

Motion: M. Black
Second: Merzoian
Motion passed unanimously.

B. Upgrades, Maintenance and Repairs

1. Bullpen Fence Repair
 - a) Someone damaged the fence to the Bull Pen-Ms. Black will ask Mr. Dieterle if he can come repair the fence.
2. Double J's Roofing Estimate
 - a) Ms. Kelly reviewed the estimate with the Board. The Board determined that the estimate with Smith's is still the best one we have received as it was thorough and addresses the real problems of our roof. The prices were not different enough to consider a lower quality job.
3. HVAC Service
 - a) Fall and Summer Service annually.
 - b) Replacing air filters monthly.
 - (1) Ms. Smith is requesting quotes from Cody Royale. She will update at a future meeting.
4. Soundsystem Upgrade Progress-No Update
5. Banner Update-Ms. Black will get a quote.
6. Cleaning Estimates
 - a) Melissa Adamato
 - (1) \$35 per hour-estimates the monthly taking approximately 3 hours/Qtrly taking approximately 5-6 hours.
 - b) Kristin Redford
 - (1) Monthly Lobby-\$33.00, Monthly Bathrooms-\$33.00 (\$66.00 per month)

(2) Qrtrly Deep Cleaning-\$99.00

(3) Upon Request-prior to events-Prices on estimate.

Motion to accept Ms. Redford's proposal and to hire her for janitorial services.

Motion: Kirkpatrick

Second: M. Black

Motion passed unanimously.

Motion to purchase a cordless electric vacuum/mop for the Barn.

Motion: Smith

Second: Merzoian

Motion passed unanimously.

Motion to allow the Executive Board to make purchasing decisions for general maintenance/upkeep items and services up to \$500.

Motion: M. Tyler

Second: Merzoian

Motion passed unanimously.

7. New Ticketing System-A few to research. Follow up in September

a) **SimpleTix:**

This platform offers a full omnichannel solution with Square, allowing you to accept payments online, use the SimpleTix Box Office App for on-site payments, and benefit from instant payouts from your ticket sales.

b) **Tix:**

This ticketing software can connect to your Square account, allowing it to handle the credit card transactions while redirecting customers back to Tix after the payment to complete the sale.

c) **TicketSocket:**

Provides tools to customize your ticketing experience, accept payments via your Square reader, and manage itemization for accounting purposes.

C. Tipton School-Kate Smith

1. Annual Income

- a) Ms. Smith will be meeting with Tipton School to discuss an opportunity to collaborate with the after school program on a drama program. This opportunity may require the Barn to pay a stipend to Ms. Smith and Ms. Madeline Black for their time and mileage. The Board will discuss it further when more details are presented.

D. Board Member Show Tickets

1. The Board agreed that all Board members should be given one free ticket or seat to every production. Reservations will not be allowed for the seat, they must utilize empty seats available. Reserved seating must be paid for.

E. ReDOiTT/Chamber Report-Kate Smith

1. Ms. Smith informed the Board regarding a Block Party on September 8th. There are no volunteers available.
2. Ms. Smith informed the Board of the Scarecrow program for Non-Profits that will be placed on Main Street at businesses. She will be making one to be placed on Main Street.

F. BTYP Report-Stephani Berra

1. Sign ups will begin January 3rd.
2. Rehearsals/Classes will be on Tuesdays.
3. There will be sign ups for pre-shows. More practices will be added the month of the pre-show.
4. Possible sign ups for competitions or workshops. They will be an added activity and not a requirement to be a part of the program.
5. Matt White has offered services for vocal lessons at \$70 per hour.
6. Ms. Berra requested that the Barn consider reserving the Spring Slot for the youth program going forward.

- a) There was a lengthy discussion regarding this request, with several Board members objecting as all directors who submit productions should have a chance to get a slot that works for them. There were no decisions made regarding this request.

IX. 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.)

Mr. Merzoian informed the Board that there are dead plants and trees around the property and it appears the City has the sprinklers off. We need to notify the City.

Mr. Hickinbotham will contact his landscaper to get us quotes for the irrigation that we are responsible for.

X. Upcoming Meetings

A. Board Meeting-September 8, 2025

XII. Adjournment: 8:12 PM