



The Barn Theater

42 S Plano

Porterville CA 93257

(559) 310-7046

www.portervillebarntheater.com

barntheatermedia@gmail.com

Board Of Directors Meeting Minutes

March 9, 2026

I. Call to Order- 6:33 pm by Kate Smith, Vice-President

II. Roll Call

Executive Board Members Present: Barbra Black-President (Rehearsal) Kate Smith - Vice President, Ambree Bough - Treasurer (Rehearsal), Melanie Tyler - Secretary

Board Members Present: Erik Tyler, Vera Bennett, Asharon Morales, Charles Hickenbotham (Arrived at 7:32 p.m.), Martin Zamora, Todd Mathenia (Via Phone), Bob Merzoian, Stephani Berra, Madeline Black (Rehearsal),

Board Members Absent: Audra Moon, Melissa Kirkpatrick

Alternate Board Member Absent: Darian Martinez

Members of the Public Present: Vikki Cervantes

III. Birthday Acknowledgements

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. Cervantes thanked the Board for hosting the PCAN Librarians movie screening. There were 77 people in attendance.

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. February 9, 2026 Board Meeting Minutes
- B. January 2026 Financials-Moved to next meeting. The CPA needs to adjust some mistakes found in the financial reports where items were reported under the wrong class.

Motion to approve the February 9, 2026 as presented.

Motion: Bennett

Second: M. Black

Ayes: Bennett, M. Tyler, E. Tyler, Morales, Bough, Merzoian, Mathenia, Zamora, Berra, Smith, M. Black

Noes: None

Abstain: B. Black

Absent: Hickinbotham, Moon, Kirkpatrick

Motion passed.

VI. Events and Reservations-Discussion & Possible Action

- 1. Improv Classes-November 2 - March 13
 - a. Improv Showcase-March 13
- 2. Cuckoo's Nest Auditions-March 14 and 15, 2026
- 3. Cuckoo's Nest Open Mic Night-March 20, 2026
- 4. Trail to Oregon -April 10-26
- 5. Improv Classes-April 19-June 19
 - a. Improv Showcase-June 19

VII. Director Reports & Youth Program Reports

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

- A. Trail to Oregon-Ethan Willett
 - 1. Mr. Willett set a date for a fundraiser for after the first Sunday performance on April 12th

B. Youth Program-Stephani Berra

**II. New Business
(Discussion and Possible Action)**

A. Upgrades, Maintenance and Repairs

1. Banner -Mr. Smith hung the banner.
2. Roof Repairs-Inspected and completed.
3. Tree Trimming Quote
 - a) Trim all branches hanging over the roof with 6ft clearance and clean and flush the gutters: \$700
(1) Treat the dying tree with fertilizer.
 - b) Remove and haul everything off-\$150

Motion to approve the quote and have Mr. Merzoian make the arrangements for the job to be completed.

Motion: Smith

Second: Bennett

Ayes: Bennett, M. Tyler, E. Tyler, Morales, Merzoian, Mathenia, Zamora, Berra, Smith, M. Black

Noes: None

Abstain: B. Black

Absent: Hickinbotham, Moon, Kirkpatrick, Bough

Motion passed.

4. Annual Roof Maintenance

- a) a) Hire Nate and Levi Smith-Annual payment of \$350 plus supplies
- b) Clean Screens and Gutters
- c) Replace HVAC Filters
- d) Replace light bulbs.

Motion to approve the quote for Annual Roof and General Maintenance from Nate and Levi Smith of \$350 plus supplies as presented.

Motion: Morales

Second: Bough

Ayes: Bennett, M. Tyler, E. Tyler, Morales, Merzoian, Mathenia, Zamora, Berra, Bough, M. Black

Noes: None

Abstain: B. Black, Smith

Absent: Hickinbotham, Moon, Kirkpatrick

Motion passed.

5. Quote for repairs list Kristin left

- a) Recenter/seal women's bathroom exhaust fan
- b) Fire extinguisher inside box office
- c) recenter/patch center lobby can lights
- d) recaulk /seal kitchen sink cold water faucet near handle
- e) Remove the moulding strips from kitchen

Motion to approve the quote from Nate Smith of \$175.00 to complete the repairs as presented.

Motion: Morales

Second: Bennett

Ayes: Bennett, M. Tyler, E. Tyler, Morales, Merzoian, Mathenia, Zamora, Berra, M. Black

Noes: None

Abstain: B. Black, Smith

Absent: Hickinbotham, Moon, Kirkpatrick, Bough

Motion passed.

The Board discussed additional repairs of the Men's lobby restroom, loose toilet and the hot water in the Men's actor bathroom that needs to be looked at.

6. Handheld Mics compatible with the new sound system.

Motion to budget \$700 for the purchase of new handheld mics that are compatible with the new sound system.

Motion: Berra

Second: Zamora

Ayes: Bennett, M. Tyler, E. Tyler, Morales, Merzoian, Mathenia, Zamora, Berra, M. Black, Smith

Noes: None

Abstain: B. Black

Absent: Hickinbotham, Moon, Kirkpatrick, Bough

Motion passed.

7. Janitorial Services

a) Proposed changes:

- (1) Add actor bathrooms.
- (2) Increase monthly charge from \$66 to \$150
- (3) Increase Quarterly Deep Cleaning from \$99 to \$250
- (4) Kristin is spending an average of 10-12 hour (sometimes more) cleaning each month, over two-three days.

Motion to approve the changes and the proposed pricing to the janitorial agreement with KRistin Redford as presented.

Motion: M. Black

Second: Bough

Ayes: Bennett, M. Tyler, E. Tyler, Morales, Merzoian, Mathenia, Zamora, Berra, M. Black, Smith

Noes: None

Abstain: B. Black

Absent: Hickinbotham, Moon, Kirkpatrick, Bough

Motion passed.

B. Spring Festival, March 28, 2026 - Kate Smith

1. Volunteers

- a) Kate Smith: Set Up
- b) Melanie Tyler: Set Up 9AM-Noon
- c) Barbra Black
- d) Todd Mathenia
- e) Madeline Black
- f) Martin Zamora
- g) Audra Moon: 1PM-3PM
- h) Darian Martinez
- i) What items do we need
 - (1) EZ UP
 - (2) Folding Tables
 - (3) Chairs
 - (4) Water
 - (5) Flyers
 - (6) Banner
 - (7) Tablecloth

- C. 2026 Scholarships are open.
 - 1. Due April 3, 2026
 - a) Wesley Cox-\$50
 - b) Rosalyn C Williams-\$500
- D. Fireworks-Melanie
 - 1. Barn Theater Location
 - 2. Proposed Hours of Operation
 - a) Sunday, June 28 12PM-8PM
 - b) Monday, June 29-Thurs July 2 5PM-8PM
 - c) Fri July 3 9AM-10PM (11PM?)
 - d) Sat July 4 9AM-10PM (11PM?)
- E. Advertising/Marketing/Sponsorships
 - 1. Tule Brass Band Booster
 - a) 3 Tiers \$500/\$300/\$100

Motion to sponsor the tule Brass Band at the \$100 level.

Motion: Berra

Second: Bennett

Ayes: Bennett, M. Tyler, E. Tyler, Morales, Merzoian, Mathenia, Zamora, Berra, Hickinbotham, Smith

Noes: None

Abstain: B. Black

Absent: Moon, Kirkpatrick, Bough, M. Black

Motion passed.

2. Strathmore Highschool Baseball T-Shirts

Motion to budget \$600 for the sponsorship of warm-up T-Shirts for Strathmore Highschool baseball team. The t-shirts will have the Barn logo on the back.

Motion: M. Tyler

Second: Morales

Ayes: Bennett, M. Tyler, E. Tyler, Morales, Merzoian, Mathenia, Zamora, Berra, Hickinbotham, Smith

Noes: None

Abstain: B. Black

Absent: Moon, Kirkpatrick, Bough, M. Black

Motion passed.

3. Bluewater K9

- a) Requesting Tickets for Golf Tournament Prizes
- b) Sponsorship Tiers \$400/\$250/\$100 (Advertising)

No Action

4. CASA of Tulare County Gala

- a) Friday, May 8, 2026
- b) Deadline to sign up April 8, 2026
- c) Tickets \$200 each.
- d) \$500 2 tickets and Acknowledgment in Progra
- e) \$1000 4 tickets, Acknowledgement in program and all print media, video screen acknowledgement at the gala

Motion to budget \$1000.00 towards the CASA GALA Sponsorship.

Motion: Merzoian

Second: Hickinbotham

Ayes: Bennett, M. Tyler, E. Tyler, Morales, Merzoian, Mathenia, Zamora, Berra, Hickinbotham, Smith

Noes: None

Abstain: B. Black

Absent: Moon, Kirkpatrick, Bough, M. Black

Motion passed.

F. Gala Discussion

1. Concessions

- a) We can open a drawer on square that can be CC and Venmo purchases only. Any Board member can jump back there to ring it up and get someone something if needed. No cash to count-easy to close out the drawer on the square.
- 2. Have a couple pitchers of ice water and plastic cups available.
- 3. No one needs to stay back there past handing out champagne.

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.)

X. Upcoming Meetings

A. Board Meeting-April 13, 2026

XII. Adjournment -8:10 PM