

## **February 21, 2023, BOT Meeting MINUTES**

**Board of Trustee Members and Executive Director Attendees:** Paul Jarboe-President, Kerr Anderson-Vice President, Chuck Moeser-Treasurer, Marcy Hermann-Secretary, HT Snowday-Trustee, Carly McCall-Trustee, Peg Brace-Trustee, Lindsay Raymond-Trustee, Michael Binstead-Trustee, Karen Feahr-Trustee, Rita Whaley-Trustee, Deb Jackson-Executive Director, Laura Ortiz-LaVelle-Recording Secretary

**BOT Absent:** Chris Radu & Nancy Brick

**Meeting called to order 5:34 pm**

**Welcome Guests & Introductions:** N/A

### **Opening remarks: Paul Jarboe**

- Shout out to the Artistic Committee as they are hard at work selecting next seasons productions. They hope to present it at the next board meeting in March.
- Congratulations to the Laramie cast/crew on a job well done.
- Reminder to board members to come to the performances and show your support.
- There are two mainstage plays left. April-The Play that goes Wrong and May-something Rotten. There is also the revival of our studio shows. March 10<sup>th</sup> is the opening night of "Cry it Out."

**Approval of agenda:**

**Motion to approve agenda: Kerr Anderson/Seconded Lindsay Raymond**

**Motion carried unanimously.**

**Motion to approve January 2023 Minutes: Chuck Moeser/Seconded Carly McCall**

**Motion carried unanimously.**

### **Committee Reports**

#### **Finance Committee - Chuck Moeser**

- We are carrying 6.8 COH.
- The endowment is up a little. Currently at \$100,379
- Discussion was made as to why the budget was passed with a negative balance.
- Gen/Admin expenses are at 13% OTP is doing well controlling this expense.

#### **Advancement Committee-Carly McCall**

- Not much has changed at the moment. The initial focus has been on getting the Gala committee up and running.
- Will be meeting in March.
- Looking for more committee members.
- Will be working on reformatting how OTP is preparing for the future with funding.

### **Gala Committee-Lindsay Raymond**

- Committee met last week.
- We are asking the board to utilize their connections in regards to assisting with auction items.
- Email “save the date” will be sent out at the end of February/beginning of March with invitations going out at the end of March.

### **IT Ad hoc-HT Snowday**

- Domain name cost is considerable so will not be seeking to obtain this.
- Possibility of buying OTPTC domain for \$325 to start and \$15 per year thereafter.
- Discussion was made as to why OTP needed another domain name.

### **Nominations/Bylaws-Karen Feahr**

- The committee is working on new policies and should have a report next month.

### **Executive Director Report-Deb**

- The Patsy show had 158 attendees with 65% of them being brand new to the OTP.
- Cry it Out opens March 10<sup>th</sup> volunteers were offered a BOGO on tickets.
- Kudos to Mel as she works on the Young Company schedule for this summer. She is hiring more teachers and adding new programs.
- Beautify the building exterior- a MACC grant opportunity has presented itself. The Traverse City Arts Commission is partnering by helping with our RFP.
- The MACC grant requires matching funds.
- We are considering other funding opportunities.

**Motion to approve applying for the MACC grant for murals: Kerr Anderson/Seconded HT Snowday  
Motion carried unanimously.**

### **Old Business-N/A**

### **New Business-**

- Discussion was made as to changing the election format during the Annual Meeting.
- Adding a question-and-answer time for all candidates.

**Adjourn: Motion to adjourn: Carly McCall/Seconded Kerr Anderson**

**Motion carried.**

**Meeting adjourned 6:29 pm**

**Next Meeting-March 15, 2023, 5:30 pm**