

Date – August 18, 2019 4:17pm

Meeting called by – LCT Board of Directors

Type of meeting - Annual Retreat

Facilitator – Chad Groetsch

Note taker – Lisa Stoffel

Attendees – Heidi Brings, Kevin Olsen, Sheila Edin, Lisa Stoffel, Chad Groetsch

Strategic Roadmap

Topic – Mission / Artistic & Programmatic

Discussion – Changed wording of Smart Goals

Conclusion – “The schedule will be reviewed and approved at the following regularly scheduled board meeting.”

Action Items

Topic – Constituencies / Relationships

Discussion – Changed wording of Smart Goals

Conclusions – “The Lamplighter Community Theater board will develop a social media presence to identify: community needs, public knowledge of LCT mission & goals, areas of theatrical interest, strategies for increasing production participation.

The information gathered will be used to help plan the following year's calendar.”

Action Items

Topic – Infrastructure / Financial

Discussion – Changed wording of Smart Goals

Conclusions - “The Lamplighter Community Theater board will maintain a database system which includes email and mailing addresses categorized by type of stakeholders. To strengthen the infrastructure the LCT board will request sponsorship(s) for each production.”

Action Items

Topic – Vision
Discussion – Changed wording of vision statement
Conclusions - “To make our community and surrounding area richer in the arts.”
Action Items
By-Laws
Topic – Section 2.03 Annual Meeting
Discussion – Changed wording
Conclusion – “Notice of the annual meeting will be published with a minimum of one week’s notice.”
Action Items
Topic – Section 3.04 Officers and Functions
Discussion – Changed wording
Conclusion – “The directors will attend Board of Director meetings as voting members and perform duties as assigned by the president on an as needed basis.”
Action Items
Topic – Website
Discussion – Change to Ionos hosting with Word Press platform
Conclusion
Action Items – Lisa will transition the website over to Ionos hosting with a Word Press back end.
Topic – Equipment Needs
Discussion – Item costs will be researched and considered.
Topic – AACT w/ ASCAP Insurance
Discussion – Sheila will pay membership dues

Railroad Days

Topic – Parade & Booth/Table

Discussion – Banners were ordered and will arrive before the event.

Next Production

Topic – Venue

Discussion – The next production, It's a Wonderful Life, will take place at the Landmark Inn, Staples

Actions – Lisa will confirm with Janet Kiley

Lamp Camp

Topic - 2020 Dates

Discussion – Justin has set the dates for the 2020 Lamp Camp as June 8-19