

## Lamplighter Community Theatre May Board Meeting

Thursday, May 4th, 2017

Time: 5:30 pm

Location: **Cindy Denning's House (26670 130<sup>th</sup> Street)**

**Members Present:** Kevin, Heidi, Sheila, Chad, Cindy, Jim

**Meeting Called to Order:** 5:35pm

**Secretary's Report:** Chad moved to accept the sec. report, Kevin 2<sup>nd</sup> – motion carried

**Treasurer's Report:** Balance as of 4/30 \$18, 069.60 (\$7200 Lamp camp funds included in balance) Fond Farewell: Revenue \$4,520.00 – Food expense \$2539.79. Expenses are not yet fully submitted.

### **Old Business:**

**Spring Production Review** – Kevin: need tubs for curtains – Kevin will buy; identified need for storage unit; still putting things away;

Producers: get contact info of cast; for Fond Farewell Sheila will obtain addresses from cast and Cindy will mail out interest sheets to actors

Marketing & publicity: it would be nice to have tickets in had to sell; there were a lot of phone calls with questions; we need a lot of visibility; Review ticket sales and marketing at the annual meeting; add in social media; Annual meeting – develop a template to market each production – the whole package as well as each individual production – market LCT, not just the production; get in on Men's Chorus mailing list; electronic payment would be great

Food: went well; picnicky didn't like that

Costuming: would have been nice to have a designated costume night

Other comments: it was difficult to have the director play a major role; location – sound was very difficult: Mics and audio – can we get our own grant \$\$ to purchase or use the community foundation?

Ticket sales: Thurs 4/27 – 44; Fri 4/28 – 72; Sat 4/29 – 55; Sun 4/30 – 55 total: 226

**Lamp Camp 2017 update** – Sheila~15 interested students so far; will do a push next week; Sheila will also check with Kevin Roline- contract is ready for use of auditorium; Sheila will check on a meet and greet sign up

**Annual Meeting** –Public notification – Jim

Region V AACTfest 6/26-7/1, Rochester (place holder reminder)

**Summer Retreat** – July 20<sup>th</sup> 5p-8p; agenda items: Chad bring ideas on where we should be going with the website; dream list for items/equipment; Marketing of LTC; Review of by-laws and job descriptions

**Dollars for Scholars** – Sheila reported 5/3 Brian Sterriker given DFS award of \$500

### **New Business:**

**Production Storage** – Discussion held regarding the need to purchase an external hard drive – Cindy motioned to move forward with purchasing, 2<sup>nd</sup> Chad – motion passed.

**Drop Box access** – discussion held – email based and free of charge – Chad will look into. Staples World – Kevin motioned that we advertise in the Staples World for the Senior class recognition, 2<sup>nd</sup> by Jim – motion passed. Jim will contact the Staples World.

### **Technology Report**

**Workspace** – Sheila has gained access; Chad will work with Sheila – meeting on 5/9 @ 7pm at Chad's house – 303 6<sup>th</sup> Street NE, Staples – f/u next meeting

**Next Meeting:** June 8th, 5:30pm, Location Cindy Denning's House  
**Meeting Adjournment @ 7:08pm**