

BOARD MINUTES
THEATRE WEST
JANUARY 13, 2025
9:30 AM

The Theatre West Board meeting was called to order on the stage of Theatre West by President, Steve Johnsen at 9:30 am.

PRESENT: Steve Johnsen, Vicky Johnsen, Marion Mosley, Jenny Kaupu and Mary-Jo Kelley, Peggy Robbins, Jim Roch and Tammy Wells.

PRESIDENT’S REPORT: President Steve will once again address the issue of why we are a 501(c)(3) vs a 501(c)(7). Steve asked Marion to follow up with the IRS as the 60-day request from the IRS is almost over. If the theatre continues to make an income, the Recreation Center will keep those funds until our 501(c)(3) status is reinstated.

VICE PRESIDENT’S REPORT: Jim reported the play selection committee has sent an email to the membership requesting submissions for plays. January 21st is the deadline and all submissions are to be sent to Ellen Strier. At this time there are 6 submitted plays: South Pacific, Gypsy, Blythe Spirit, Love Sex and the IRS, Clean Dry Socks-Diary of a Doughboy, and Beowulf and the Bard. Other suggestions are You’re a Good Man Charlie Brown and Other Desert Cities. Interviews are scheduled for February 4th. The committee will send another email on the 22nd of January.

The Board will decide whether there will be three or four plays this season. Are we allowed to pay directors? Steve will check with the Recreation Center for their input.

SECRETARY’S REPORT: Minutes from the previous meeting were approved as distributed.

TREASURER’S REPORT:

Check book balance beginning of the month	\$ 56,536.00
Deposit	5,650.00
Expenses	<u>28,251.00</u>
Total Checking	\$33,935.00
Savings balance beginning of the month	\$ 74,371.00
Interest	<u>\$ 125.00</u>
Total Savings	\$ 74,496.00

Grand Total for Checking and Savings

\$108,431.00

Marion moved approval of the report

MCU

Checks written this month \$17,553.60

Dance Sensations was paid \$9,301.84 because all ticket sales for their performance were charged through our On the Stage System. Theatre West reimbursed them.

Our total donation amount in 2024 was \$15,000.

The Recreation Center and Production Coordinator now require copies of all license agreements/contracts for their files. All licenses for all upcoming performances are now in the files.

There are still 15-16 names we cannot contact to issue refunds. All of those names have been given to the Recreation Center to check to see if those names are residents in SCW. If so, the information will be sent to the Treasurer so he may issue refunds.

The preliminary budget was distributed. Marion requests comments be sent to him for review with the vote taken in February.

COMMITTEE REPORTS:

PROGRAM: Jenny informed the board that “Two Wives and a Dead Guy” will be the only program performed at the January performance meeting. “Red Carnations” has been moved to September 16, 2025. Permission to videotape “Clean Dry Socks” in writing has not been granted at this time. Jenny and/or the director will secure permission.

Requests for those interested in directing should be submitted to the Program Chair.

PUBLICITY: Mary-Jo has placed articles and pictures in the paper announcing the charities who received donations from the theatre. After requesting discussion about placing an advertisement in the Spring Training Magazine at a cost of \$400, it was determined that this year was not a good time for the theatre.

MEMBERSHIP: Vicky has received several renewals online and is looking for higher numbers this month.

OUTREACH: Tammy informed the board that there were approximately 70-80 attendees at our Christmas luncheon. Comments have been very positive. Tammy thanked everyone who helped with set up and take down.

Tammy and the Social Committee will secure estimates for the April 15th event which will be a dinner.

Tammy moved approval of \$600 for expenses the April 2025 luncheon exclusive of food.

MCU

As an outreach Tammy will work with Tia on acting, directing and stage manager workshops and contact Steve Walgren, Willow Canyon School, to get their input on how we can work collectively on classes.

Steve reminded the board that it is our job to help with set-up and break down before and after all parties and gatherings.

IT REPORT:

Currently on our website the theatre is listing our season begins in October, with additional plays scheduled in January, March and May.

Benita suggested we send publicity to the newspaper about the charities the theatre donated to during the summer to keep the theatre on the minds of our SCW residents.

Training needs to be given to all those interested in House Managing so everyone knows how to perform their job. Heavy focus will be on Customer Service.

The RR&Ps are currently being redlined by the Chartered Club Committee.

UNFINISHED BUSINESS:

Audit Committee: Chair of the Audit Committee, Deb Neuroth, reported her committee will begin their work after the books are closed.

Heads and Tails: The company will begin their work on our lights in February.

NEW BUSINESS:

NONE

MEMBER COMMENTS:

Bonnie Hermann – Number of theatre members?

The meeting adjourned at 10:46am

Peggy Robbins
Secretary