

## Oregon Straw Hat Players Board of Directors Meeting Nov, 17, 2024

Attendance: Evelyn Becker, Sandy Briski, Querida Funck, Kaleb Haefner, Kaleb Hann, Nick Kapusta, Emily Richardson, Steve Schumacher, Omeed Soltaninassab

### Minutes

The meeting was called to order at 6 p.m.

#### 1. Approval of Minutes from 10/20/24 Board Meeting

Minutes were approved without alteration.

#### 2. Treasurer's Report (Overall and Finding Nemo, JR)

Sandy reported that we have approximately \$52,000 in checking. Ticket sales for Finding Nemo JR. totaled 418 tickets for \$3,762. After expenses and the addition of ad revenue, donations and a Dane Arts grant, the show made about \$3,100 in profits.

Expenses for roof repair and furnace repair on the building this month are being paid from the building fund.

Querida moved and Nick seconded to add our current president, Emily Richardson, to the OSHP OCB checking account, and move the checking account funds to a money market account. No objections, motion approved.

#### 3. Producer's Report on Finding Nemo, JR

Emily reported that Stephanie Drahozal, the show's director, was happy with the show. Approximately 80% of the cast members were new to the organization. The show sold out each of the four performances.

Nick moved to congratulate the cast, crew and staff. Approved.

#### 4. Upcoming Shows

Evelyn reported the addition of a co-producer for She Kills Monsters, along with a tentative addition of a stage manager, so her staff is nearing completion. Auditions for the show are to be held Feb. 17-18 at the Brooklyn Community Center, with an announcement soon.

No update on SIX, Teen Edition.

Emily provided an update on the 2025 summer show. Two directors have expressed strong interest in working with OSHP in the future but are not available in 2025. Querida presented a proposal to direct My Fair Lady, and provided details of the show and its possible casting. Voting deferred to December 2024 Board meeting.

## 5. Building and Facilities

Steve reported that the building faced an emergency in the past few weeks with leaks from the roof and through the chimney area threatening the props and costumes and the furnace pipe rusting out and falling apart, creating a dangerous carbon monoxide issue. In collaboration with Nick and Kaleb Haefner, it was decided to quickly hire The Exterior Company of Madison to repair the roof and the chimney area to stop leaks into the building, and Tarkenton Heating to replace the furnace pipe and chimney pipe. The work was completed this week, totaling about \$1,950, which was paid out of the building fund. In addition, Kaleb purchased two carbon monoxide detectors for the building, which are now active. Nick said he will get a detector hard-wired into the building for added reliability.

Also, Emily reported meeting with the village planner about the property. There is a process to get an exception to the zoning rules, and the village is interested in improving the Market Street area. So we may have an opportunity to replace or add an additional building on the site. Emily, Sandy, Querida and Nick will form a subcommittee to pursue the possibilities further, with a goal of presenting a proposal to the village Planning Commission by February of 2025.

## 6. Engagement survey - report on responses received thus far

Querida reported on the results of community engagement surveys emailed to community residents in general and to OSHP members. Response was under 10 percent for each, which limits the takeaway from the results. Querida said most of the OSHP results were from people most recently involved, likely from Mamma Mia. Although a small sample size, results indicated that there is a need for better production guidelines. The Board agreed that a subcommittee to recommend guidelines should be a priority, and that any recommendations should include input from people outside the board — past producers, directors, and a sampling of invested parties of varied ages. All Board members were asked to suggest names to be included in such a subcommittee by the December meeting. The Board also agreed that new guidelines should be implemented in time for the 2025 summer show.

## 7. Old business

A) Continued discussion from last month about whether a policy is needed regarding the sharing of props/costumes/set pieces with other theater groups and high schools. It was acknowledged that these longstanding relationships are mutually beneficial and what is needed is simply better communication and documentation when items go out on loan.

Evelyn suggested that the same sign-out sheets that are currently used to track costumes be modified for use with prop loans as well.

The Board also agreed that new combination locks should be installed for the front door and the side door and the combination will be changed after each production. Kaleb Haefner will purchase and install the new locks.

B) In November 2023 the Board agreed to use Ludus for ticketing, communication, and fundraising purposes for one year as a trial. Both Sandy and Querida have found the Ludus system to be valuable and user-friendly and it was decided that we will continue to use Ludus whenever possible. A subcommittee comprised of Emily, Querida, Sandy, Duane (school liaison) and Nate Mendl (OHS PAC Director) will meet to discuss ticketing issues for shows held at the PAC.

#### 8. Upcoming events in December

Stephanie Drahozal forwarded a request from the Oregon Chamber of Commerce for help in leading Christmas Carols at the annual tree-lighting ceremony on Dec. 6. Emily, Steve and Kaleb Hann are available to participate.

Stephanie is also organizing a Caroling activity for Saturday December 14th for OSHP members; the group will sing at the Kickback Cafe and the Firefly Coffeeshouse in the early afternoon.

#### 9. Topics for next newsletter

Querida will be sending out a newsletter later this month to remind members about Giving Tuesday, the upcoming Caroling activity to be held on Dec 14, and to announce the audition dates for *She Kills Monsters*.

#### 10. Other new business

Discussion of timeline for Scholarship applications. Nick requests that we advertise in March 2025, with an application deadline of April 13, 2025 at midnight.

Nick also noted that no Hat's Off Awards were given out at the close of Finding Nemo, JR.

Next Board Meeting to be held Sunday December 15, 2024 at 6:00 pm at 201 Market Street in Oregon.

The meeting adjourned at 7:48 p.m.

Submitted by Steve Schumacher, Secretary

Sent from my iPad