



**Meeting Minutes
August 3, 2009
OSHP Building 201 Market St.**

Attendees: Steve Zach, Tom Elmer, Chris Phistry, Theresa Fosbinder, Stephanie Rittenhouse, David Lawver, Sarah Karlen, Pam Crary

The meeting was called to order at 7:10 pm

Secretary's Report

Steve moved to approved the secretary's report for May – more info is needed for the July minutes to be provided by Pam and Karen. Seconded by David. Motion passed.

Treasurer's Report

The treasurer's report was provided.

We will end the lease at the sheds at the end of September so that we have time to move the stuff out, also close out at the end of our fiscal year. .

Old Business

Once Upon a Mattress – ticket sales, strike, other things were discussed.

Building discussion:

- We discussed how to plan the move to the new building – we have till end of September.
- There was discussion about the need for a building committee separate from a fundraising committee. In addition we may need a transition team to help facilitate the move to the new building.
- After discussion about the need for a transition team, Steve motion to appoint a 3 person committee to plan the interior design of the building and to facilitate the transition of the old sheds to the new building. Stephanie seconded, motion passed. Types of thing this group will discuss are: where is the office, what shelves can we use, what stuff so we have as show stuff that we can use for real – like platforms to cordon off the office.
- There was a decision to take the costumes to the old shed after the shoe and then move them to the new property later.

New Business

- There was discussion about where email and phone traffic should be directed. The membership emails should go to Karen instead of Dana – David will change this The tickets email will only be activated at show times. We should investigate a different phone system, maybe in conjunction with a

need for wireless internet at the new building.

Also – now that we have the building do we need the PO box anymore? There is a mailbox here. The transition team can make some recommendations about this, then the building committee will take this over and make final decisions.

- There was discussion about the membership meeting/ribbon cutting on September 12. The membership meeting is at 3 at Hawthorne's, the party at 5. We will have an open house from 12-2. Pam follow up with Karen for some new signage for the open house Pam, Karen, Stephanie will plan for this event. We need to let other theatre groups, neighbors, media know about this event. There will be an official mailing – David will send out postcard about meeting and open house.
- Committee reports – none

Closed session at 8:15

David moved, Sara second motion passed. 2009 Hats Off awards will be presented to: Nick Kapusta, the Crary girls, Maureen Zach, the Schmidt family, the Jones/Hill family.

Session re-opened

Future Meeting

Tuesday August 25 - 7pm at Market St.

Tom moved, Stephanie seconded to adjourn the meeting. Meeting adjourned at 9:45.

Minutes respectfully submitted,
Theresa Fosbinder