



**OSHP Board of Directors  
Meeting Minutes  
January 20, 2008  
Subach residence**

Attendees: David Lawver, Sarah Karlen, Karen Weber, Pam Crary, Theresa Fosbinder, Tom Elmer, Dana Stein, Chris Phistry; Guest Duane Draper

Meeting called to order at 4:10 p.m.

**Secretary's Report**

.December minutes approved without changes.

**Correspondence Report**

- Correspondence was discussed
- Phone messages were discussed
- Renewal of the Chamber of Commerce membership was discussed – Dan will be the point of contact.

**Treasurer's Report**

- Current Treasurer's report was reviewed
- Adjusted 07-08 Operating Budget was reviewed
- There was discussion about purchase of a laptop for secretary and other business. Other options for saving and sharing documents were discussed, including something on the web with a password. It was decided not to pursue the laptop at this time, but to consider in the near future.
- The final Mulan budget will be available next month.

**OLD BUSINESS**

**Grants**

- There was discussion about needs for the DCCAC grant application for Finian's Rainbow
- There was discussion about the possibility of applying to Alliant for a capital grant (tools, lights), rather than for a specific show.

**OHS Pit Cover**

Discussion: Dan is working on this, our insurance agent will come look at it. Dee is also in touch with the insurance agent. There are a couple of different scenarios that could play out in terms of our insurance paying for part of the pit

cover damage. Our insurance premiums may then go up. Dan will continue to follow up on this.

### **Marketing Brochure**

- Karen received an estimate back from a printer.
- It was decided to re-format this so the information appears on the front or inside rather than on the back
- A couple of other changes were recommended – to put the mission statement on it, and to make sure that donors know they are supporting us rather than “advertising”.
- Other ideas – think about the size, so that it is usable in the Chamber display, also maybe add something for the 25<sup>th</sup> anniversary.
- We will add a line item for this in the budget.

### **NEW BUSINESS**

#### **Our Town**

- Help is needed for load in on April 13 at 8pm.
- The rehearsal schedule will be different – longer rehearsals, not every night of the week. Most will be at RCI.
- Staffing is set for now
- Dee approved the set design
- Looking for 6-8 foot wooden ladders, also old wooden chairs and black umbrellas
- Auditions will be in the OHS orchestra room, help is needed.
- The audience will sit in metal folding chairs – will enter from the right entrance from the hall (by the orchestra room).

#### **Finian’s Rainbow**

- Staffing is going well
- Royalties may be higher than we thought
- Will try to use Brown Paper Tickets for Finian
- Need to get updated info on Madstage
- Auditions will be the Tuesday and Wednesday after Memorial Day – rehearsals will start before Summerfest
- Julie and Karen will work on the logo for t-shirts, etc.

### **Committee Reports**

**Marketing:** Karen is still working on the sign boards, Tom will add to the marketing budget.

**Tickets:** We are still investigating Brown Paper Tickets – will not use for Our Town, but will try for Finian.

**Costumes:** Discussion about need to protect furs

**Properties:**

- We have rented/will rent Mulan props, costumes, set pieces to several groups.
- There was discussion about making sure that the proper contacts for rental info are on the website. In the future we will create an inventory list, hopefully with photos.
- Upcoming projects: build shelves, sell Tom Sawyer benches, organize stuff.

**Web site:**

- There was discussion about posting projects that members are involved in. We need to make sure there are reasonable expectations about what appears there, for example if no one tells us about their other project, we can't know to put it on the website. Also it is not our responsibility to figure out all the OSHP members involved in another project – if someone reports it to us, they should ask who else involved is part of OSHP and get us all that info. Decision: We will create a link off the main page describing our expectations - please give us 2 weeks notice, tell us all Straw hatters involved, note that we try hard to get all the info current and complete, but if we missed you, it was not on purpose – just let us know.
- There was also discussion about linking to neighbor sites/projects (SVP, Stageworks, VACT).
- There was discussion about the forum – there has been some discussion there but not as much as initially. We need to get folks involved in those discussions.

**Shining Stars:**

There was discussion about sending letters to businesses to endure clarity about which programs their ad/name will appear in (per previous discussions). Also we need to label the page more clearly in the program so all donors understand the timeframe. We will discuss this again at the next meeting.

**Building Committee:**

Chris, Stan, Dana, Tina will meet in late February. They are currently getting some ideas about loans and properties.

**Other Discussion**

There was discussion about some of the specific ideas and thoughts expressed on the forum, and how to incorporate those into our board and decision making processes.

**February meeting**

Sunday, January 24<sup>th</sup>, 4pm, Weber residence (**note time since changed to 1:30-4pm**).

Minutes respectfully submitted,  
Theresa Fosbinder