



**OSHP Board Meeting Minutes
January 17, 2009
Oregon Family Restaurant**

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

Guests: William Subach. Erin Dammen, Stan Hill, Allison Weber, Duane Draper, Stan Hill

Called to order at 11:15 a.m.

Secretary's Report

- December minutes approved with one change (addition of meeting date).

Treasurer's Report

- Correspondence was distributed and discussed
- Treasurer's report was discussed
- Renewal of chamber membership was discussed, including appearance in the Chamber guide, which Karen will pursue.
- Options for a group credit card were discussed – Tom will follow up on the current options he has reviewed, and research a couple of others.

Old Business

Holiday in Lights

This event was successful – we would do this again next year. It was noted that not a lot of non-board members volunteered to staff the booth – if we did this next year we would like to get more participation. It was also noted that it was good to share the week with another group so that we could ensure coverage for the week. It was also a good marketing opportunity as we were able to hand out lots of our fliers.

Building Committee

Stan Hill reported on activities of the building committee. He reported on two potential spaces. The first is at the Commons of Foxboro Condominiums. He walked through floor plans and various cost scenarios for leasing and purchase. He also noted that this particular space also has a heated garage that we could also use for storage space. The second potential option recently became available – it is at the corner of Burr Oak and Netherwood. The board asked Stan and the committee to find out more details on this property.

Charlotte's Web

- The budget was reviewed. Chris Phistry moved to accept the budget as presented; Karen Weber seconded; motion carried.
- It was noted that staffing is going well - 6 people signed up to help at the last meeting
- Auditions will be held next week.
- An option may be available to perform at a library event in March – Pam will get the information to Erin. There has also been another request to perform for the Rotary Club in the

summer. Pam will follow up on this as a potential event for mid-July.

Once Upon a Mattress

- Auditions will be held May 31 and June 2 (not June 1)
- Rehearsals will start June 15th.
- Ticket prices were discussed, partly as related to using Brown Paper Tickets. There were issues and confusion last year for customers who wanted to order both discounted (senior/youth) and regular tickets. So it was decided that for this show, all tickets will be \$10 in advance (plus the BPT service charge of a little over a dollar), and \$12 at the door.
- Matinée times and the impact on the cast and planning for meals was discussed. The board decided to let the staff decide if the matinées will be at 2 or at 3, knowing that if they are at 3, a meal will need to be supplied and planned for.
- Staffing updates were discussed, including David Lawver as Production Designer consulting with designers in each department.
- The grant processes (DCCAC and Alliant) are underway – the focus will be on education about the production and design process, especially since we have David on board as a consultant.
- Duane will have the budget at the next meeting.

New Business

- Business cards and publicity were discussed.

Committee reports

- No committee reports

Other issues

None

Next Meeting

February 14th, 10 am at Bank of Oregon Community Room

There was a motion to adjourn; meeting adjourned at 1:30 p.m.

Minutes respectfully submitted,
Theresa Fosbinder