

Theater Branch

07 April 2026 / 7:00 PM / Raymund ROOM

ATTENDEES

Anna Kotula, Tracey Williams Sutton, Herb Hemming, evan austin, Steve Grumette, Christina Fabbro, Laura Light, David Henderson, Jill Dolan, Janet McNeil, David Friel, James Baker, Larry McMillan, Robin, Crisman, David S, Sharmila,.

AGENDA

Call to Order

Approval of Previous Minutes - Anna

- Evan motioned to approve the minutes and Jill seconded to approve
- Approved pending spelling corrections

Treasure's Report - Herb

- Current balance: **\$40,936.46**
- March Income: **\$12,800.25**
 - \$8,600 from season ticket sales
 - \$1,800 refund (MPI - *My Fair Lady*)
 - \$1,875 from ticket sales
- Expenses: **\$10,096.36**
 - \$6,700 paid to art center (major expense)
- Net ordinary income: approx. **\$2,703.89**

Technical/Facility Report

- New purchases:
 - Pink toolbox
 - Two new ladders (now total of three; one may be returned)
- Ongoing issues:
 - Missing/extra ladder confusion (now resolved)
 - Some lighting circuit issues (being addressed)
 - No major LED issues currently
- Improvements:
 - Soundboard reconfigured for directional sound
- Concerns:
 - Noisy cemetery set curtain (metal-on-metal)
 - Possible fixes: tape/silicone lining, dual operation
- Facility Concerns
 - Shared space conflicts (especially with youth productions)
 - Cleanliness issues noted
 - Need for better coordination and accountability
 - Sink/workspace limitations under review by board
- Scheduling Improvements
 - Need for centralized scheduling system
 - Suggestions:
 - Whiteboard calendar backstage
 - Shared logbook
 - Reminder:
 - Terry must receive all rehearsal schedule

Artistic Director Report

- 2027 season **finalized** (April Fools: still taking submissions)
- Multiple show submissions received (including 8 musicals)
- Challenges:
 - Rights availability
 - Balancing season lineup
- Key recommendation:
 - Submissions should include **attached directors**
- Possible promotion:
 - Social media / press release for submissions

Production Updates

- **The Cemetery Club**

- Positive audience response
- Strong Sunday attendance; Saturdays improving with “pay what you can”
- Groups attending (e.g., Temple Beth Torah)
- Marketing:
 - Facebook promotion planned
 - Photos needed for press

- **Company**

- Fully cast (14 performers)
- Rehearsals begin May 20
- Production meeting scheduled
- Set design: Taylor Cash & Brad
- Sound considerations:
 - Debate on using body mics
- Notable:
 - One equity actor (externally sponsored)

- **Seussical Jr**

- Projected income: **\$16,230**
- Expenses: **\$10,874**
- Net: **\$5,355.75**
- External funding secured (\$2,000)
- Budget considered reasonable

- **Play Readings**

- Next theme: **Lincoln assassination / historical piece**
- Date: **April 26**
- Seeking actors/readers
- Research ongoing (National Archives request)

- **Our Town**

- Production team confirmed
- Auditions: mid-July
- Rehearsals: late July
- Marketing support available

Volunteer Support/Community Needs

- Costume Storage Issues
 - Major disorganization and space constraints
 - Problems:
 - Overcrowding
 - Poor hanging infrastructure
 - **Workday scheduled:**
 - **May 16 at 10:00 AM**
 - Volunteers confirmed
- Parking volunteer roles needed for shows
- Volunteer Appreciation
 - Proposed new date: **May 9**
 - Format:
 - Social event with food, games, interaction
 - Budget required (approved in principle)
- External Rental Groups
 - Shine a Light
 - Upcoming show: **May 2-3**
 - Coordinating tech and rehearsal time
 - Paid rental fee (higher than previous)
 - Seeking additional cast member (male, early 20s)
 - Peter Fox

Retreat Follow-up/Draft Action Goals

- Evan motioned to approve the minutes and Jill seconded to approve
- Approved pending spelling corrections

New Business/Announcements/Celebrations

- AACT Survey available for review
- Theater mailbox location
- Birthdays