

Minutes of the February 23, 2022, Arena Theater Board of Directors Meeting

1. **Call to Order** – Beattie called the meeting to order at 6:02 a.m.
2. **Roll Call** – Board Present – Beattie, Joakimides, Andersen, Wilkinson, McMurtry, Crutcher, More
Staff Present: Boyd, Marrinan, Moseley
Absent – Archer
Minutes – Andersen
3. **Privilege of the Floor/Correspondence/Suggestion Box** – None.
4. **Approval of Minutes from the January 23, 2021 Special Board Meeting and the December 8, 2021 Board Meeting** – Wilkinson moved approval of the minutes; McMurtry seconded; the Motion was approved unanimously with Archer absent. More expressed concern that not all interactions were included.

REPORTS:

5. **President's Report** – Beattie reminded the Board that there are nine Board members who may have differing opinions and perspectives and that all Board members need to be respectful and tolerant of different viewpoints.

6. **Treasurer's Report** – Andersen reported on the quarter October 2021 through January 2022.

For the quarter, ATA had donations of \$10884, Have a Seat for \$2000, and Memberships of \$18890, and interest of \$662; total donations and contributions were \$32,436. Earned Revenue came from Cinema, Opera, NT Live, EOS, Ballet & Film Club, and total was \$26,755 inc COGS. All income for the Quarter was \$62,115.

Event expenses were \$38,475, and offset by earned revenue, events showed a loss of \$11,720 for the quarter. Operations expenses for the quarter were \$23,817, and offset by donations and contributions, showed a gain of \$8619.

Net for ATA without Restricted funds was a loss of \$3101.

Adding back \$63141 of restricted income used all from the Federal Shuttered Venue Operators grants #1 & #2, Net income was \$60039. We have used from May thru Jan the SVO Grant #1 which was \$91144. We began using the second grant for SVO of \$54643 in Jan, and \$12448 is left, which will be used in Feb.

Notable expenses that impacted Jan were \$2017 for propane alone . We also filed our taxes, and pd JJACPA \$2800.ads of \$19,190, film rentals cost \$5,053 and there is higher payroll which resulted in a net loss.

Andersen stated that the Finance Committee has requested a joint meeting with the Cinema Committee to discuss the ongoing Cinema deficit. Boyd invited other Board members to attend if interested.

7. Standing Committee Reports

a. **Finance Committee** – See Treasurer's report.

b. **Membership Committee** – Joakimides noted that membership numbers had declined but it could possibly be to people using the winter mailer to donate instead. She stated she had begun

reaching out to lapsed members. She noted the winter mailer brought in \$13,490. The spring letter will be generated in the next few weeks with a target of mailing in early May. The annual Board election will be on April 25th by Zoom. Candidate statements are due by March 24. Committee has discussed giving donors above \$500 complimentary memberships without any perks.

Sussman suggested allowing candidates to run for the Board irrespective of Theater membership in an effort to expand candidate diversity and supported changing the Board's By-Laws. More agreed and noted that KZYX offers complimentary memberships to their board members. Beattie noted that there is a currently a complimentary membership for those who volunteer a certain number of hours for the Theater. Joakimides stated she felt it was important to be member of the Theater as a Board member. Andersen noted that the Theater is a membership-based organization and questioned why non-members should be able to run for the Board.

Sussman clarified he was only seeking to allow non-members to run for the Board initially and then either pay or receive a complimentary membership for their service due to hardship. Beattie stated the importance of Board members to volunteer at the theater which could result in complimentary membership. More suggested a scholarship opportunity for a new Board member who has a financial hardship.

Fund Development Committee – Wilkinson stated the Committee would be working on the spring donation letter in the coming weeks. Sussman provided an update on the Science on Screen program.

Programming Committee (includes cinema, live, telecasts, publicity, and film club)

Cinema – Mosely reported on the 7pm Wednesday vaccination-required screening, noting that only 3 out of 8 screenings performed better than the Wednesday 2pm matinee showing. Mosely noted there would be a Cinema-Finance Committee meeting soon and requested Theater accountant Donna Montag participate as well.

Live – Boyd stated the Personnel Committee reviewed and approved a new job description for a “House Manager” who would oversee production of live events and has posted the job announcement. A discussion ensued about the requirements and responsibilities of the position.

NT Live – Boyd reported on upcoming shows.

Publicity – Mosely explained the process for the upcoming Board candidate election. Sussman discussed promotion of the “Science on Screen” series.

Film Club – No report.

Action Item: Vaccination policy for live events and Science on Screen

Boyd provided the results of a survey of community members regarding requiring vaccinations for events at Arena Theater. She noted about 2/3 of the 280 respondents favored a vaccination or proof of a negative test. Wilkinson inquired about live shows.

Andersen noted that the mask mandate may be lifted soon. He stated he did not support proof of vaccination and live shows and suggested leaving it up to the performer whether they required proof of vaccination/negative tests. More agreed. Beattie expressed concern about crowd control at live events and how to enforce a vaccination policy. Sussman expressed skepticism that the pandemic was under control.

Sussman moved that live shows return subject to the performer's vaccination requirement, increase capacity to 50% and adhere to the requirements of the County public health officer. Wilkinson seconded. Motion approved with Beattie, Andersen, Wilkinson, Sussman, McMurtry and Joakimides

in favor and More abstaining. Sussman inquired about the impact on Science on Screen showings. Consensus was to treat it as a live event. The issue of testing arose. McMurtry felt the testing requirement was too difficult to police. Wilkinson noted the PCR testing was not easily achievable. More expressed concern about requirements as other venues aren't requiring tests. Boyd noted the survey showed support for vaccination or negative test results. Sussman motioned that if a performer required a negative test, that the Theater honor that request. Motion approved with Beattie, Andersen, Wilkinson, Sussman, McMurtry and Joakimides in favor and More abstaining.

Facilities Committee – McMurtry noted that a few bulbs had burned out recently and would be replaced.

Personnel Committee – Andersen stated the Personnel Committee minus Steven Archer met to hear a formal complaint by Blake More against Steven Archer for harassment. The meeting included President Beattie and Vice President Joakimides. McMurtry stated that the Committee met with More on February 6 and Archer separately on February 7. Archer was unapologetic about his treatment of More and stated he would not be running for the Theater Board again and would not be attending any further Board meetings through April when his term ends. McMurtry and Andersen stated that such behavior has no place on the Theater board and are advising the Board issue a statement of reprimand to Archer. Andersen also stated that the bylaws should be amended or a policy issued against this type of behavior by Board members in the future and noted it was unclear whether the harassment policies of the Theater apply to Board members as well. McMurtry noted there was no specific Board policy addressing the issue among Board members. Sussman noted Archer's contributions to the Board but some sort of statement was necessary. More noted that she felt Archer's antipathy went beyond vaccination policy. Consensus of the Board to issue a letter to Archer regarding the issue.

OLD BUSINESS

Reopening committee update Boyd noted there was a request from Phil Marrinan to reinstate the "Music on Film Nite" program on the third Monday of the month. She also noted that Third Monday Music occurs every quarter, so for two months Music on Film Nite would occur with the live show occurring quarterly. There was consensus to move forward.

Mural for wall facing parking lot – Wilkinson suggested that a mural would be a good addition to the Theater and the city and requested it be discussed more extensively at the next Board meeting. He noted grant funding may be available with only minimal cost to the Theater.

Theater participation in 4/23 Fringe Festival – Deferred.

NEW BUSINESS

Theater Archives – Boyd stated that Peter Reimuller wanted to donate some Theater-related items for an archive, She noted there was not an official archive but that prior Board members had unofficially started one but was intermittent. She asked any Board member interested in an archiving project to contact her. Beattie and Andersen offered their assistance.

Next meeting date and time— The next meeting is March 30, 2022 at 6pm. Boyd advised she would not be able to attend.

The meeting was adjourned at 8:00 p.m.