

Minutes of the Arena Theater Board of Directors Meeting March 27, 2024

**Call to Order-** President Beattie called the meeting to order at 6:01 p.m.

**Roll Call-** Present: Vanderwoude, McFarland, McMurtry, Andersen, Beattie  
via Zoom More, Crutcher, Curbelo, Sussman  
Staff Boyd and Moseley  
Guests: Jaokimedes, Gleason, McLaughlin via Zoom

**Privilege of the Floor/Correspondence-** nothing to report

**Approval of the Agenda-** McMurtry moved and Vanderwoude second a motion to approve. Passes

**Approval of the Minutes of the February 28, 2024 Meeting-** same as before

**President's Report-** Beattie reported that the refrigerator has been cleaned. The warranty on the ice machine has been honored and a new one will arrive

**Secretary Report-** McFarland has finished 6 of the information booklets for board members. They may be picked up at the office or will be distributed to those attending the April meeting. 3 members still have uncorrected editions and may have them updated by dropping them off at the office.

**Treasurer's Report-** As has been the case financial reports have been previously sent to board members. Sundance reported a good meeting of the committee and described two ways of looking at our financial condition. One is profitability taken from events and operations income and expenditures. /this would not take into consideration grants and other items. The other way to look at our financial condition is our cash position. This should be looked at every six months at least. The committee would like to see more discussion on various projects. Also, with Film Club ending, it is recommended that Friday night showing should resume. Mark wondered if not showing Friday movies actually saved money. No one is sure so that may be asked of Donna. It might be interesting to look at all our screen presentations as whole.

**Standing Committee Reports-**

Membership-Rod reported that we have 295 memberships representing 463 individuals. Someone renewed at the \$500 level which will show on next month's report. Also 8 lapsed members renewed.  
The date for the Annual Membership Meeting and Election is Wednesday April 24. Mitch moved and Susan seconded a motion to have the meeting in person with no party aspects and to have it on Zoom as well if technically possible. 18 yeses  
More opposed  
Dagmar asked who is running. Answer: Lisa, Susan, Steve Mc Laughlin, Tracy Dupont, and Elyse Hopps.

Fund Development- Rob reported that February donations were \$3295 with \$2154 coming from memberships, a slight increase. He is working on the spring letter. We discussed a spring fundraiser, though it does not seem as critical as it has

in the past. No decision has been made as to how to promote the Hav-A-Seat campaign. We are awaiting the announcement of the Community Foundation Grant before deciding. We are not on the denied list.

**Programming** *Cinema*- As per a previous vote of the board, Friday showing will resume on April 19 as Film Club ends. *Dune 2* is opening and will play for two weeks. *Film Festival*- the team met with not much to report other than it will be 3 days instead of two and will add one showing. *Live*- the backline benefit was successful. We raised \$2700, but have reached our original goal with a recent \$500 donation to that fund. The Third Monday Music night was quiet. Tom thinks March may be too soon to re-instate that program. Blues on the coast begins on Saturday with Rick Estrin. Samba Da will perform on April 5 with two school assemblies and a dance class the next morning. *Telecasts*- NT Live will resume April 13 and there are two more operas before the season closes in May. An Exhibition on Screen is coming also. The Cult Classic program will show *Up in Smoke* on 4/20 (when else?) *Publicity*- Dagmar pointed out that a professional videographer has moved to the area and may be available to do a virtual tour of the Theater for YouTube. Google offered to do this some time ago, but it was very expensive. *Film Club* no report. Steve had left the meeting.

**Personnel** Did not meet. No issues. Tim reminded the board that he is leaving the board and a new Chair will be necessary.

**Facility** The building was damaged in the northwest corner by a truck cashing into it. Estimated cost is \$1000 and repair will be performed by Facility committee members. No police report or insurance claim as guilty party will pay out of pocket. Also, Tim is painting the office and has built a new shelf in the closet that will be useful for the older ice machine when we get the new one. There was a discussion on upgrading the concession signs with potentially replaceable letters. We can't get any Coke syrup as it seems to be hard to get all around. It may be available at Cosco. Mark mentioned that we need several items and that we need a more fluid system for deciding upon, then making purchases. He mentioned backline, light board, refrigerator, popcorn machine, hearing assist devices, and a printer. The Community Foundation Grant may cover the printer and popcorn machine

**Old Business** Secretary McFarland asked the board to rescind our Leave and Pregnancy Disability policy. We have no choice but to follow state law on this subject and thus, it must be our policy to follow the law making our current policy unnecessary. Tim moved and Mark seconded a motion to rescind our policy. 8 ayes, one nay (More). Shauna reminded those on the board who have not taken the Sexual Harassment Prevention Training to do so. It must be taken every two years. Mitch and Sundance are leaving the board and will not be taking the training. There was a discussion of the hearing assist devices. Dagmar had found some that seemed suitable and Mitch followed up and did some research on that model and found that it seems to be applicable for our uses. Tim Balamboo believes there are functional devices in the theater, but no one seems to know where they were. He will be contacted for further information before ordering new ones. They will have

a 30 day money back guarantee if our patrons do not approve of the system. Sundance wondered about subtitles for films. Audiences were previously advised that if someone wanted a showing with subtitles that could be accommodated, but would require the patron to advise us in advance so that a proper version of the film could be downloaded.

### **New Business**

Mark led a discussion regarding capital expenditures for the coming fiscal year. Following up on his comments during the Facility Committee discussion, he pointed out that we have money and that committee chairs should submit suggestions for near future purchases.

As requested at the previous meeting Kat Gleason brought a proposal to the board regarding the sale of Arena Theater T-shirts. Two-sided T-shirts can be had for \$18/shirt. This would not be a big money maker for the Theater, but would support our brand and a local business (Anchor Bay). Hoodies would also be available for \$55. It was suggested that one of those could be free to House Managers. All items can be ordered on a single basis meaning that people could order shirts online and they would be printed for that sale. Sales at the Theater might be difficult unless someone wanted to run a booth separate from concessions, which is often too busy to cater to a clothing shopper. Live events might be a place to try in-house sales. John and Ling Yen's names were mentioned. When asked what kind of initial outlay would be required, Kat said as little as \$250-300. With as much as people shop online, it was advised that we should expect to benefit most from online sales. There was general agreement that we should proceed, though no formal motion was made for this relatively small expenditure (under \$500). Designs will be brought to the board for approval. Mitch suggested that it might be nice to avoid large plastic prints as they tend to stick to skin in warm situations (a nod from Mark). A more discreet design might encourage some wearers to display our shirts in more formal situations when acting as acting like a walking billboard may seem inappropriate.

With no further business to discuss, the meeting was adjourned.  
Next meeting is the Annual Meeting and will be on April 24 at 5:30 p.m.