



**June 26, 2024**  
**Arena Theater Board of Directors**  
**Meeting Minutes**

**Call to Order** at 6:04pm

**Roll Call** Joakimides, Beattie, Andersen, Vanderwoude, Du Pont, McMurtry  
Via Zoom: McLaughlin, More, Curbelo (arrived at 6:35 pm)  
Staff: Boyd, Marrinan and Moseley

**Guests** None

**Privilege of the Floor/Correspondence:** None

**Approval of the Agenda:** Du Pont moved and McMurtry seconded. Motion passed 8-0.

**Approval of the Minutes of the May 29, 2024 Meeting:** Vanderwoude moved and Du Pont seconded. Motion passed 8-0.

**President's Report:** Joakimides stated she was pleased with the progress of the Arena Theater Association and that efforts have paid off. The theater is in the black after many, many years. She noted that the Film Festival is looking for sponsors. Moseley suggested placing sponsorship info in the lobby. Shauna will send sponsor info to the Board.

**Secretary's Report:** Andersen stated that he completed the minutes for the 5/29 meeting and is currently working on the 6/26 minutes.

**Treasurer's Report:** Vanderwoude presented and overview of the prior fiscal year's finances for May 2024. He noted "glorious results" in turning a yearly loss into a large gain for 23-24 of approx. \$25,000 and the Board should strive for the same this year. He noted that the first month of the fiscal year saw a loss of \$3,300, the largest in 15 months. Cinema lost \$3,400 some of which was made up by other events. Board members commended him for his reporting style. The budget reports are attached.

### **Standing Committee Reports**

**Membership & Fund Development:** The Theater currently has 293 memberships and 469 individuals. There were \$7,300 in donations, about \$4,000 more than last year. \$4,500 was in membership and the balance were other unrestricted donations. The spring membership letter responses are arriving; so far, the Theater has received about \$5,575 - \$2,000 more than last year at this time. The letter cost \$3,300 and included a bilingual plea. In 2023, \$3,570 was raised from the spring letter. Members are exploring additional fundraising opportunities, which may include a Thai dinner and a wine tasting event. Hearing aids are still an issue. Steve stated the Theater needs new headphones at a minimum. He suggested looking into Bluetooth technology utilizing "Auracast."

## **Programming**

**Cinema:** Marrinan suggested a new cinema series of Westerns, both classic and newer. He has found interest from community members and a possible sponsor. He suggested showings every other month on a Saturday. There was interest expressed by the Board in pursuing the festival.

**Film Festival:** Boyd stated that Film Festival program selection has started and will include a new Experimental Shorts film section. There will be receptions on Friday and Sunday. The dates of the festival are November 8-11.

**Live:** Nothing scheduled for July and September is also open. Ticket prices for the blues series were raised this year. And did not appear to affect sales. The next blues show is Aki Kumar. Other recent shows have been successful.

**Telecasts:** A power outage canceled the last NT Live showing. Mosely stated that consistency is key and the program is perhaps too intermittent to generate a regular audience. The next Art on Screen was canceled due to expected lower attendance.

**Opera:** Tickets will go on sale in July. There are 8 operas slated this season.

**Film Club:** Last year, members of the Film Club created a list of potential showings. Six were selected from that list initially and another six were chosen by the members. He expects the same this year. The list of films generated last year will be used to select films for the upcoming season using the same method. Film Club will start in October after the annual Manhattan Shorts are shown. It was noted that 60 members ensure the viability of the program and last year there were more than 70.

**Personnel:** Nothing to report.

**Facilities:** McMurtry reported that the loose handrail has been fixed. The lights in the poster boxes in front have been upgraded to LED. The "Dr. Suess" tree in front has been trimmed. A new concessions refrigerator is being installed.

## **Old Business**

Approval of 2024-2025 capital expenditures – Vanderwoude suggested deferring the item until more bids for equipment have been received and approve the entire package at the next Board meeting. He noted that a new TV and camera for board meetings have already been purchased. There was a suggestion that a backstage amp may need to be replaced. It was agreed that new matting for the concessions area could be purchased without a final list approval due to its low cost.

## **New Business**

**Rescind Underwriting Policy** – There was discussion and consensus that a policy for underwriting was no longer needed at it the incorrect title for members to make up the loss on a specific show . It was agreed that sponsorship was the preferred term and that procedures for sponsorship should be

developed so that potential sponsors know what to expect. Tracy moved rescission of the underwriting policy with McLaughlin seconding. Motion passed unanimously 9-0.

Strategic Planning – Boyd noted that there has not been a strategic planning session in at least 8 years and suggested it would be a useful exercise. Du Pont supported and noted it provides a guide and can help from making knee-jerk reactions Andersen supported and suggested an independent facilitator. There will be further exploration of this topic.

With no further business to discuss, the meeting was adjourned at 7:20 pm

Next meeting is July 31, 2024 at 6:00pm.

**Financial Report Fiscal Year**  
**YTD thru June 24**

**YTD thru**  
**June 23**

<b>CATEGORY</b>	<b>INCOME</b>	<b>EXPENSES</b>	<b>NET</b>	<b>NET</b>
<b>EVENTS</b>	<b>\$32,173</b>	<b>\$32,378</b>	<b>\$205</b>	<b>\$267</b>
<b>OPERATIONS</b>	<b>\$12,911</b>	<b>\$14,880</b>	<b>\$1,969</b>	<b>\$5,255</b>
<b>TOTAL</b>	<b>\$45,084</b>	<b>\$47,258</b>	<b>\$2,174</b>	<b>\$4,988</b>

**Included in Events: 2024**

Cinema = **-\$4,761**

Nite/Cult = **-\$40**

Film Club = **-\$580**

Opera = \$567

Produced = \$4,148

Exhibits on Film = \$88

NT Live = **-\$245**

Rentals = \$668

Film Festival = **-\$50**

Total = **-\$205**

**Included in Events: 2023**

Cinema = **-\$4,489**

Nite/Cult = \$688

Film Club = **-\$32**

Opera = \$558

Produced = \$2,461

Exhibits on Film = \$34

NT Live = **-\$41**

Rentals = \$1,087

Film Festival = **0**

Total = \$266

# Financial Report Fiscal Year June 24

Jun 23

CATEGORY	INCOME	EXPENSES	NET	NET
EVENTS	\$16,454	\$14,831	\$1,623	\$809
OPERATIONS	\$5,189	\$5,767	\$578	\$1,246
<b>TOTAL</b>	<b>\$21,643</b>	<b>\$20,598</b>	<b>\$1,046</b>	<b>\$2,055</b>

**Events Income** = All tickets, concessions, bar, and ads sold

**Events Expenses** = Specific to events including payroll, movie rental fees, licensing, and creation of ads.

**Operations Income** = memberships, donations ,interest.

**Operations Expenses** = communications, insurance, heat, accounting, office, property taxes, workers comp, etc.

## Included in Events: 2024

Cinema = **-\$1,301**

Nite/Cult = **-\$146**

Film Club = **- \$580**

Produced = \$2,893

Exhibits on Film = \$296

NT Live = **-\$157**

Rentals = \$668

Film Festival = **-\$50**

Total = \$ 1,623

## Included in Events: 2023

Cinema = **-\$2,356**

Nite/Cult = \$568

Film Club= 0

Produced = \$311

Exhibits on Film = \$66

NT Live = **-\$57**

Rentals = \$398

Film Festival = 0

Total = **-\$ 810**