

**THOMASVILLE ON STAGE AND COMPANY
BOARD MEETING MINUTES**

DATE: SEPTEMBER 25, 2017
LOCATION: TOSAC
CALL TO ORDER: 7:49 pm.
ADJOURN: 9:30 pm

Present: Cathy Russell, President
Pat Orr, Vice President
Karen Farmer, Treasurer
Lisa Watson, Secretary
Jill Hunter, Merchandising Chair
Absent: None
Guests: None

I. Minutes Approved: May 2017, June 2017, August 2017

II. Committee Reports:

A. Treasurer:

Per Karen Farmer –
Final numbers are not in yet for The Fantasticks
Waiting for receipts from Trey Cox
The fee for PayPal transactions was added and used for online purchases
and credit/debit card ticket purchases at the door.

B. Facilities & Maintenance:

No report – committee chair resigned

C. Play Selection:

Per Pat Orr – No new items for discussion

III. Old Business:

Reviewed the Board resignations of Grady Enlow and June Dollar via email letter dated July 10, 2017
Review of the designated positions assumed by the remaining board members at August training meeting

IV. New Business:

A. Ideas Board from Gala:

List of ideas presented by Cathy, all reviewed, discussion ensued, each member to look at the list and rank the ideas

B. Box Office:

Discussed opening door the theater at 7:15pm as the last minute rush for ticket purchases is brisk, and attendees may then arrive earlier

Board voted unanimously to approve

Need tags for board, volunteers, crew, ushers, or general TOSAC tag to improve recognition to the patrons. Pat volunteered to make.

C. HOTC:

Discussed our needs:

Kitchen organization and back patio landscaping/clean up.

Cathy to communicate to HOTC coordinator

Set date of October 19, 2017 to pre-organize with Carol Kelso

Karen to get work gloves and label tape

Cathy to make labels for kitchen items

Patio needs weeding, removal of palmetto bush, trash clean up, new door for air conditioner area in future, & painting in future

Discussed possibly adding murals to the patio walls in the future and promote this as a collaborative artist's opportunity/contest and publicize, Jill to coordinate mural initiative

D. Production:

Christmas Auditions set for Monday 10/16/17

Confirm with June Dollar, director

Promote on social media, email to members

E. Community Engagement:

Library called and wants TOSAC to do an afternoon production in November

Discussion ensued re: enlisting help from Hananel Jackson and Donna Mavity

Downtown Thomasville statistics submission to Tiffany Davis

Reporting of volunteer hours to city

Lisa to watch for email from city requesting volunteer hours

Lisa to calculate and submit hours when requested, Monthly?

Quarterly?

F. Board Member Responsibilities:

Discussed potential jobs for Board Members:

Thomasville Chamber of Commerce meeting attendance (Pat)

Check Chamber website for details

Intermission Chair, or Social Chair, or Concessions

Green room (props & costumes)

House Chair (ushers, box office, runner)

Merchandising Chair

Food & Special Events Chair (concessions, volunteers)

Play Selection Chair

Props & Costumes Chair
Facilities Chair
Production Board Chair – liaison to Board between Directors,
director's handbook
Communications Chair

G. New Board Nominees:

Cathy read the list of nominees from member submissions
Advisory Board not available tonight for discussion and voting
Cathy will send nominee information via email to board for review
Plan to discuss at next meeting for hopeful vote and approval of new
members