

GENERAL MEMBERSHIP MEETING MINUTES – SEPTEMBER 2020

**Little Theatre of Tuscarawas County
General Membership Meeting
September 13, 2020 – Via Zoom Conference**

Call to Order at 1:30pm

<i>Present</i>	TITLE	<i>Term Duration</i>	MEMBER	<i>Noted as...</i>
X	President	2017-2020	Tennille Williams	TW
X	Vice President	2018-2021	Sarah Jane Spies	SJS
X	Secretary	Appointed	Kait Gallagher-Wilsterman	KGW
X	Treasurer	Appointed	Machelle Miller	MM
X	Trustee	2017-2020	Lisa Fockler	LF
X	Trustee	2017-2020	Cheryl Schnebelen	CS
X	Trustee	2018-2021	Michael Antonelli	MA
X	Trustee	2018-2021	Michael Brindley	MB
X	Trustee	2019-2022	Meghan E. Miller	MEM
X	Trustee	2019-2022	Allison Morris	AM
X	Trustee	2019-2022	Sheila Witt	SW

Approval of Minutes

- **Motion was made by Michael Antonelli to accept the minutes from the 2019 General Meeting. It was seconded by Kathy Blair-Bergstrom and unanimously accepted into record.**

Reports of Officers:

President's Report

- TW opened the meeting by thanking everyone for joining us virtually and for all those involved in our season that was able to happen.
- COVID-19 Closings – TW thanked our members and the community for their support through the pandemic.
 - We continue to review regulations and guidelines and look forward to reopening.

Vice-President's Report

- Improvements – SJS shared that we have made some improvements to the building.
 - Insulation added to stage right.
 - Exterior lights were fixed and replaced.
 - Lobby floor was stripped, cleaned, and resealed.
 - Coded Locks were added throughout the building.
 - Including to a new door on the Prop Room.
 - Coded lock cabinet was added in the workshop.
 - Fixed drainage outside of the men's dressing room exit door and on the exterior on the 5th street side of the parking lot.
 - All faucets in the Green Room replaced and all of the toilet inner workings in the building.

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- Changes – SJS shared some changes made.
 - Projector Laptop purchased for exclusive use with the projector at the theatre.
 - Additionally, added a sound effects library.
 - Hospitality Committee added to provide opening night receptions in the lobby and snacks to our casts and crews during Tech Week.

Treasurer's Report

- MM shared the financial reports from the previous fiscal year were posted on the website.
 - Elizabeth Thomakos inquired about corporate sponsorships and if there is a group actively seeking corporate sponsorships.
 - MM share there is not but we would certainly support a team finding corporate sponsors.
 - Pat Potter shared that she usually solicits the corporate sponsor for her own shows.
 - **Allison Morris moved that we submit the financial report for review as presented, Pam Douglas seconded, and the membership approved the submission unanimously.**

New Business

- Congratulations to –
 - Tom Albury as the 2020 Marquee Award Winner! We cannot wait to celebrate him when we are able to gather.
 - The Children's Workshop – Under the direction of Pat Potter, with assistance from Mary Maxwell, happened virtually this year.
 - Students were able to participate from home with a Theatre in a Box kit and via Zoom meetings.
- We have two committee chairs open – Marketing & Capital Improvements/Grants.
 - A recruitment form will be going out.
- 2021-2022 Season Submissions – AM shared that submissions will open after the meeting and she will be emailing the directors.
 - Mary Maxwell & Joe Compton organized and categorized the entire script library.
 - Pat Potter offered to donate scripts to be added to the library.
 - Pam Douglas inquired about who the members of the playreading committee were this past year.
 - Michael Antonelli, Lisa Fockler, Don Irven, Roxie Long, Mabelle Miller, Larry Sams, Sarah Spies, & Elizabeth Thomakos with Allison Morris serving as the Chair.
- Rescheduled shows – The three postponed shows have been pushed to 2021 and the casts are being invited to return.
- Board Members Leaving – Tennille Williams, Lisa Fockler, and Cheryl Schnebelen are ending their terms on the Board of Trustees.
 - TW thanked the other departing Board Members for all they have been doing for the theatre throughout their terms on the board.
- New Board Member Elections – KGW introduced the individuals running for the board. KGW also requested that the deadline for votes be moved from 9pm to 6pm.
 - **Elizabeth Thomakos moved to change the voting deadline to 6pm from 9pm, Tom Morris seconded and the membership unanimously approved the 6pm voting closure.**
 - Nominees for the Three Year Terms are-
 - Larissa Carrick

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- Pam Douglas
 - Lee Elliott
 - Kettie Kneuss
 - Roxie Long
 - Jeff Williams
 - **Elizabeth Thomakos has moved to close nominations, Michael Antonelli seconded, and the membership unanimously approved.**
- General Discussion-
 - Pat Potter thanked the Board for all that has been accomplished this year, even with the challenges that we have all faced at this time. She also thanked Mary Maxwell for her assistance with Zoom for the Children's Workshop.
 - Larissa Carrick brought up an interest in adding educational opportunities.
 - SJS shared plans that were in the works prior to COVID-19 to offer educational programming throughout the year. This will again be a priority once we are able to successfully reopen safely.

Announcements & Adjournment

- The next meeting of the Little Theatre Board of Trustees will be determined and posted.
- **Sarah Jane Spies moved to adjourn the meeting at 2:49pm. Pat Potter seconded, and the membership unanimously approved.**

GENERAL MEMBERSHIP MEETING MINUTES – SEPTEMBER 2020

Little Theatre of Tuscarawas County
Organizational Meeting – Election of Officers
Tuesday, September 15, 2020 – Via Zoom Conference

Call to Order at 6:11pm

Attendance at Meeting:

<i>Present</i>	TITLE	<i>Term Duration</i>	MEMBER	<i>Noted as...</i>
X	President	2017-2020	Tennille Williams	TW
X	Vice President	2018-2021	Sarah Jane Spies	SJS
X	Secretary	Appointed	Kait Gallagher-Wilsterman	KGW
X	Treasurer	Appointed	Machelle Miller	MM
Absent	Trustee	2017-2020	Lisa Fockler	LF
X	Trustee	2017-2020	Cheryl Schnebelen	CS
X	Trustee	2018-2021	Michael Antonelli	MA
X	Trustee	2018-2021	Michael Brindley	MB
X	Trustee	2019-2022	Meghan E. Miller	MEM
X	Trustee	2019-2022	Allison Morris	AM
X	Trustee	2019-2022	Sheila Witt	SW
X	Trustee	2020-2023	Larissa Carrick	LC
X	Trustee	2020-2023	Kettie Kneuss	KK
X	Trustee	2020-2023	Jeff Williams	JW

Officer Nominations & Appointments:

- Election of Officers of the Board of Trustees-
 - MB nominates SJS for the position of President, SJS accepts the nomination.
 - AM nominates MB for the position of Vice-President, MB declined.
 - SJS nominates SW for the position of Vice-President, SW accepts the nomination.
 - **MA moves to approve the President and Vice-President as nominated, AM seconded and the board unanimously approved.**
 - **SJS reappoints KGW & MM to their roles as Secretary & Treasurer, respectively. The Board agreed to the appointment.**
- Election of officers for the 2020-2021 Season for the Little Theatre of Tuscarawas County include:
 - President: Tennille Williams
 - Vice-President: Sarah Jane Spies
 - Secretary: Kait Gallagher-Wilsterman
 - Treasurer: Machelle Miller

Announcements & Adjournment:

- The next meeting of the Little Theatre Board of Trustees will be Tuesday, October 13, 2020 at 6:30pm via Zoom.
- **LC moved to adjourn at 6:24pm, and JW seconded. The Board unanimously approved.**