

Santa Cruz Shoestring Players
Board Meeting
11/22/23 via ZOOM

Present:

Marcy Miller	Ray Hebert	Claire Corlett	Janet Gerdes
Regina Ford	Chad Eggen	Marie Valade	Jeff Webster
Anne Butman			

Absent: Susan Voorhees, Kara Reynolds

Meeting began at 6:03pm.

Note that Marcy modified the agenda for this meeting, to keep the meeting short and focus on key items, since the meeting was on Zoom and it was 'Thanksgiving Eve'.

Claire moved to approve minutes from the October meeting. Ray seconded. APPROVED.

Finance report was presented by Ray.

Treasurer's Report 10/01/23 - 10/31/23

Beginning Balance	\$25,692.80
Deposit - Donation Jodie Gillispie	\$750.00
Withdrawals – Earnest Scripts and Saludarte Cost	\$438.04
Board Name Tags	\$168.64
Lobby Plaque	\$90.80
OGP Set	\$163.98
Ending Balance	\$25,581.34

Play Reading committee

Marie gave an update on the Play Reading committee that she and Kara are heading. She said that they have excellent 'readers' on the committee, and that they already have a tentative season for next year! There was discussion about set options for 'Noises off' if that is chosen, and also status of a revised script for 'Office Party', which Neil and Claire are working on. Claire said that the revised script would be available by the deadline. Marie said that she and Kara will send a proposed season out to the board before the next meeting. We agreed that we will re-view the proposal at the December meeting, but that we would not finalize the season until the January meeting.

Current Show Update

Marcy reported that the show is progressing well. Unfortunately, she had to recast 3 people for different reasons (family illness, some cast interaction issues), but the new cast members (Kara, Neil, Dennis) are all doing great.

Marcy and others gave kudos to the following efforts done recently:

- the excellent work that Bill & Ray did to clean the storage area on the dock. They hope to do the same for the scene shop as they have time.
- those that did set strike after On Golden Pond – great job
- the work that Claire, Kara and Marie have been doing to document all the props into the Air table

Code of Conduct Discussion

Because of the cast interaction issues mentioned above, it was decided that we need to have a 'Code of Conduct' for anyone involved in Shoestring activities. At Marcy's request, Kevin Hansen did a fabulous job drafting this document and proposing how it should be used. At the meeting, we discussed additional ways to make it more visible (on the website, mentioned in the audition announcements, part of the audition packet, brought up at the next Membership meeting, etc.) Janet moved to accept Kevin's Draft of the Code of Conduct (with a few very minor corrections in progress) make it an official part of Shoestring. Chad Seconded. APPROVED.

Fingerprint cards or Background checks for summer camp volunteers

We talked about this briefly, agreed that this needs to be done, but pushed the details (how to do this, who would cover the costs, etc.) to a later meeting. Chad mentioned that this is being done at the Methodist Church for the 'Memory Cafe', so we can learn from that.

Christmas get-together

Our next meeting will be on Tuesday, Dec 12th at 6pm at Janet's house (see details below). We will have a short meeting, but this will also be a Potluck / Christmas Party. We briefly discussed including spouses (no), playing games (no), dress (casual, but Christmas 'fun').

Here are the details for the get-together:

- Bring an appetizer to share (if one other person wants to bring dessert, that's great. But we will mostly need appetizers!)
- BYOB
- Janet will provide lemonade, a dessert, plates, napkins, etc.
- Address: 5071 S Avenida Sin Prisa, GV, 85622
- You can park in my driveway or on either side of the road
- ASK if you have any questions! 989-859-3502

Other items:

1. Marcy mentioned that we can replace MJ on the Board now, or wait until the Membership meeting to fill her slot as well as others who are rolling off the Board next May. We decided to wait, but discussed that we DO need to find someone to lead the Nominations process and to get this going soon. We agreed to discuss this more at the December meeting, and to have a brain-storming session of potential names for the Board.
2. Janet gave a quick update on the effort to review & update the Production Job descriptions. We've gotten excellent feedback on many of the Jobs, but still need input on the following Jobs:
 - a) Production Manager - Susan is working on this
 - b) Properties – Chad is going to give me contact info for the woman that did this for OGP, and I will also send this out to Kara for input
 - c) Marketing, Publicity – Ideally we get input from Marcy & MJ on this
 - d) Technical, Sound & Lighting – Hopefully Marcy can document what the Director needs to give to Steve so that he can do his partOnce we have this additional input, Susan & I will review all the input and finalize the updated Job descriptions. Then these will be added to the website, for easy access by anyone doing these jobs.
3. Website: MJ is in the process of creating the new website, but it's not clear if she will continue to manage this. CHAD said that he is willing to help MJ with the creation of the website, and to manage (or help) the website going forward

The meeting was adjourned at 7:10. This was moved by Claire and seconded by Ray. Approved.