Santa Cruz Shoestring Players
Board Meeting
10/13/26 6:00 p.m.

Present: Mike Manolakes, Chad Eggen, Kara Reynolds, Anne Butman, Ron Heiss, Ray Hebert, Marcy Miller, Marie Valade, Susan Voorhees

Absent: Regina Ford, Diana Ouradnik

Meeting began at 6:01 p.m. Susan moved to approve the minutes of the September meeting, Marie seconded. APPROVED.

Next Meeting: 11/10/26

Officer Reports

Secretary's report

We have no new members since our last meeting on 09/09/2026

Treasurer's Report 09/01/2026 through 09/30/2026

Beginning balance	$ 47,205.29	
Deposits		
WIX payout	259.15	
Dramatic Publishing Refund	180.31	
Withdrawals		
MailChimp	13.73	
Google Workshop	14.85	
Vista Print	44.15	
Printful Order	267.20	
Printful Purchase	319.32	
Storage Bins		59.88
GWT Set	108.76	
Poster and Stage Manager Materials	600.34	
Ending Balance	$46,216.52	

CPAC Foundation report

No report this month.

Show Updates

George Washington's Teeth:

Susan reports a solid cast, a capable Assistant Director who communicates well, and two new stage managers in training, both of whom are learning quickly. Scenery and set are done or nearly done. Costumes are somewhat up-in-the-air, as the costumer was away for a bit and there is some confusion about the number of changes, which will be straightened out at an upcoming rehearsal. A new set-dresser is doing a really good job. SUSAN will provide Steve with a hard copy of the script.

And Then There Were None:

Regina submitted her budget (attached). Mike moved to approve the budget, Chad seconded. APPROVED.

Auditions were held on 10/11 and 10/12 and there was an impressive turnout!

Since the play has two alternate endings, it has been proposed that we have the audience vote as to which they would prefer. Open questions: how will they know the details of what they're voting for without giving things away, and when/how will the voting take place?

Since one of the endings involves a character committing suicide by hanging, there has been some discussion as to how to handle such a potentially upsetting subject in the least disturbing way. Could the hanging be done in silhouette, or occur offstage and simply be referred to? Do we need to provide a warning on CPAC materials and website? KARA will talk to Chris to see if he has any reservations about our even presenting this ending.

Committee Reports

Play-Reading

The committee has completed reading, and 15 plays are now on our approved list. Directors have been asked to submit candidates from the approved list. The committee will meet in late October or early November to put together a proposed slate for the season and present it to the board.

Publicity and Marketing

Chad has been placing flyers for GWT in various locations and will continue to find others. Ron offered to help. REGINA will submit GWT materials to the GV News. KARA will order season postcards.

Facilities/Events

Diana ordered a sample frame for us to inspect before ordering the needed 32 and has placed it in the set shop by the other posters. She asks us please to take a look and decide if we want to proceed with this company (SnapFramesDirect). She is happy with the product and the company's customer service and recommends we use them. She will get a formal quote, but she estimates it being between $2500 and $3000.

Readers Theater

No report this month.

<u>Old Business</u>

Meeting with White Elephant – Kara met with Daniel Esquivel and worked out policies and procedures to be followed when borrowing from them. KARA will post these on Google Drive.

Rollers for traveler – Ray has determined that we will need 100 rollers at a total cost of $260-300. Anne moved to approve the purchase, Marcy seconded. APPROVED

Merchandise – Kara purchased samples of everything and brought them for our inspection. It was decided to raise the item costs slightly but offer free shipping. Anne suggested sending out a new email to our mailing list members detailing the items available, with pictures, in case the blurb included in the last monthly newsletter wasn't noticed.

We had two merchandise-related issues which were voted on via email:

> Should we sell merchandise in person, and if so, which brand of card-reader should we purchase: Wix or Square? Majority voted to sell, and to go with Wix.
>
> Should we spend $100 to purchase sample merchandise from our website? Majority voted yes.

Stage Manager Kit – Diana has finished putting together the kit. She recommends wrapping bright-colored spike tape around the handles of all the tools to distinguish them as stage manager items. She will make labels for the pull-out drawers, update her list of kit items and where they can be ordered, and save the file on Google Drive. She

recommends that stage managers check the list and buy what they need for each show before rehearsals start.

New Business

Comps for the White Elephant and KGVY – KARA will ask Chris if we could do this.

Storage room – It has been noticed multiple times lately that the costume/prop storage room door has been left unlocked or even open. We're not sure if people aren't closing it firmly enough to lock it or if someone has gained access to our keys, but CHAD will post a sign reminding folks to make sure it's locked when leaving, and SUSAN will remind all GWT cast and crew.

Keyboard in the set shop – There is a sign on the box asking that items not be stored on top of it, but this practice continues. KARA will move the box to a less accessible location.

Fee for Graphic Designer – It was proposed that the fee for our Graphic Designer be raised to $250 per show plus $250 per season, for a total of $1250 per season. Marie moved to approve the increase, Ray seconded. APPROVED

Ray moved to adjourn, Chad seconded. APPROVED.

Meeting adjourned: 07:28 p.m.

Budget Proposal: And Then There Were None

Royalty/Script/Music Tracks Total	1320.51	
Set Construction	2500.00	
Props	150.00	
Costumes	800.00	
Set Dressing	600.00	
Makeup & Hair	250.00	
Playbillder (Program)	75.00	
CPAC Printing	300.00	
Publicity/Advertising/Road Signs/Business Cards	1200.00	
Opening Night Reception	250.00	
Lobby Display (photo printing, decos, etc.)	50.00	
Cast Party	150.00	
Photography (dress rehearsal & lobby headshots)	250.00	board-approved amount (anything additional needs to be board approved)
Graphic Design	250.00	board-approved amount (anything additional needs to be board approved)
CPAC Tech Director (Steve Schmidt)	1000.00	BOARD EXPENSE (not reimbursed)
Starving Actor Fund (3) @ $150	450.00	BOARD EXPENSE (not reimbursed)