

Santa Cruz Shoestring Players
Board Meeting
10/18/23 at 6pm in the CPAC office

Present:

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

Absent: Marijane Milton

Meeting began at 6:00pm.

JANET moved to approve minutes from the September meeting. MARIE seconded. APPROVED.

Next meeting: 11/14 at 6pm at CPAC; 12/12 at 6pm at JANET's home, 5071 Avenida Sin Prisa Green Valley AZ 85622 (with snacks!)

Officer Reports

Treasurer's report was presented by RAY.

Treasurer's Report 09/01/23-09/30/23

Beginning Balance	\$23,701.46	
Deposit - 45 MFB net	\$7173.00	
Withdrawals – Reimburse CPAC for Travel Expenses	\$500.00	
45 Minutes From Broadway	\$3128.49	
Hall Posters	\$187.33	
Build a Sign (OGP, Lucky, Importance	\$409.21	
OGP Set	\$355.51	
Z Racks and Hangers	\$450.98	
Shoestring Awards	\$53.98	
Vista Print – Business Cards OGP, Lucky, IOBE	<u>\$96.16</u>	-
Ending Balance	\$25,692.80	

Vice-President's report was presented by REGINA.

Lion King, Jr. has been selected for the summer '24 kids' camp performance. We have formalized our camp partnership with CPAC, and are allowed to put the SCSP logo on marketing materials for the summer camp. We can advertise the summer camp show as part of our regular season, and solicit help from our membership with the camp.

Fall Show Update

CHAD reported that he had to re-cast his 18-year-old actor. The new actor is working out well. Set load is scheduled for Sunday, 10/22, at 1pm. More marketing needs to be done. SUSAN reached out to GV News and secured advertising as well as a story about the 50th show angle. The need for extra backstage crew was discussed. KARA pulled names of members who indicated they'd be interested in helping backstage and sent it to REGINA.

A discussion was had re: the character Norman's bigotry in the context of current world events. Possible solutions to address it included a curtain speech, a note in the program, and a note on the ticketing site. After further discussion with CHRIS, the following disclaimer was added to the ticketing site: *Please Note: This play includes stereotypical terms of intolerance and occasional adult language.* It was requested that in the future, we include notes like this when presenting the season to CPAC, so it can be included in the printed program guide for patrons.

Winter Show Update

Auditions will occur on Oct. 29 and 30 at 6pm at CPAC, as advertised. MARCY submitted the budget for approval.

The Importance of Being Earnest Budget	
Item	Cost
Scripts	\$130.00
CPAC Tech Director (Steve Schmidt)	\$1,000.00
Set Construction Total	\$800.00
Props/Set Dressing	\$800.00
Costumes	\$900.00
Makeup & Hair	\$300.00
Printing	\$300.00
Publicity/Advertising/Road Signs	\$1,200.00
Opening Night Reception	\$250.00
Starving Actor Fund	\$250
Grand Total	\$5,930.00

SUSAN moved to approve the proposed budget. JANET seconded. APPROVED.

Season Update

SUSAN discussed the necessity of the producer's role being more about supervising and delegating rather than *doing* the individual crew jobs. She wants to get the crew position descriptions online, and have printed versions to give to crew members at the beginning of production. Having more frequent production meetings with crew leads was also discussed.

SaludArte Event Update

MARCY reported that we will be paid \$300 for our participation in the SaludArte event. It was agreed by all that the event was a success, and we'd like to do more events like this in the future. This led into a discussion of the Taco Night/Season Preview event and how we might adapt that event to be more like the showcase that we created for SaludArte and focus on crew recruitment.

Storage Room Update

JANET, SUSAN, and REGINA began cleaning out costumes. They will have another sorting/clearing out session on Monday, October 30th, at 1pm. KARA and MARIE have begun cataloguing props into the Airtable database. They will have another cataloguing session on Thursday, October 26th, at 12pm.

Survey Update

KARA showed the various databases she has created in Airtable, and explained how they could be used by a producer to find crew members, a director to review available props, and the script reading committee to track their reading. The membership survey data is still being entered by hand. MARCY requested that we also have a way to track show participation for the Shoestring Awards.

To view/edit the Airtable databases, go to airtable.com and choose "sign in with Google." Use the email address azshoestringplayers@gmail.com and password Shoestring2008!

We can have 5 collaborators at a time in our base, which means we could add the director of the upcoming show so they could log in with their own gmail account. It would also be easy at that point to remove them from database access when they are done with their show.

The membership survey form is ready to be live on the website/newsletter. The link is: <https://airtable.com/appl7Kc8YECpgNCy5/shrJj5wSxGS3XgmIE>

When production roles are added to the website, links will be added to the form so people can have more info about the roles.

New Business:

1. Clarify comp ticket policy

We decided to provide the front office of CPAC with a full list of cast and crew members who are entitled to comp tickets, so they can be checked off. The list will be provided to them by the

Producer. Cast/crew members wishing to give their tickets to friends/family still need to call the office themselves in order to use the tickets.

Subcommittee Updates:

- Processes & Procedures

JANET is still waiting on role responsibility feedback from some members. The final documents will be put on our website so members can see what roles entail.

- Play Reading

MARIE picked up all the scripts we've collected over the years from the CPAC office to catalog. Members have been invited to join the PRC. Directors have been contacted. Pat Timm wants to direct next season (The Farndale Ave. Housing Estate Townswomen's Guild Dramatic Society Murder Mystery). Claire Corlett wants to direct, pending approval of Office Party.

- Footprint

Starting to fill out nomination form. SUSAN will provide the list of her fellow founders to JANET.

Meeting adjourned: 7:44pm