

## Ouachita Little Theatre

### Board Meeting Minutes June 20, 2019, 5:30 PM at OLT Business Office

Present: Rudi Timmerman, Julie Ulmer, Scotty Jenkins, Jackie Biard, Robby Burt, Jane Buttermilk, Amanda Baker,

Guests: Beth McMillan, Heather Hildebrand

Reports: Minutes online for April meeting and annual business meeting for May included online and with agenda packet.

Meeting called to order by Rudi Timmerman at 5:30 PM. Julie Ulmer was asked to take minutes in secretary Judy Kropp's absence.

JOLT report - "Necropolis High" opens in two weeks. Publicity going out this week along with other summer events in July and August.

Office report - Beth reports that the office being open every day has been financially rewarding for OLT as there is always someone available to sell tickets and invite people to become donors. Just in the last three weeks, there has been \$881 come in through DVD duplicating sales and donations. General consensus is that it is well worth the expense of keeping someone available during the week to help "take care of business."

Director's Report - Rudi reported that "Annie" can be described as a financial as well as artistic success. General consensus is that it was an overwhelming achievement by all persons involved and the public embraced the performances enthusiastically. Chekov plays have been cast and will be announced in the papers in two or three weeks.

Box Office Report - Thanks to Amanda Baker for taking over the box office duties! She will make sure there will be coverage for the JOLT play in two weeks.

Concessions - Bill was not present at the meeting, so no action was taken, but there was some discussion on the price and size increase of concessions. Recently we voted to increase prices to \$2 each or 2 items for \$3. Since we virtually doubled the size of drinks and popcorn, it really did not help us to make a profit on these items. The discussion is tabled for now, but everyone is encouraged to come up with ideas to give people a sense of value with their purchase, but for OLT to make a profit. One idea was to decrease the popcorn bag size back to our original size (some seems to be going to waste for individuals in the big bags anyway) but keep the price increase. Also, look into getting smaller cups, possibly with lids, that are in between the big ones we are now using and the small ones we used to use. Think about it and bring your best ideas next to the next meeting.

Publicity - Julie will publish three articles in the future, one on upcoming summer events including the JOLT play, concerts, movie nights, and Always Patsy Cline. The second article will be about the tour group that came through earlier today from Acorn schools, and finally an article announcing the cast and show times for the Four One Act Plays in October. Somewhere in there, we will do one about Patsy Cline, as we get more details. In an article next week, dates and times of the show will be published and that Lana will play the lead.

Play Selection - meetings and play suggestions are open to any interested party

House - Scotty would like to address the congestion in the green room by rearranging the room and relocating costume and make up areas ,as well add cubby shelves for people to house their own "stuff." He would like to paint the green room and the bathroom hallway

the match the lobby. He expects this to cost a total of \$400-\$500. We discussed the bathroom situation in the green room and decided to leave it as it is.

Finance - It has been suggested that Michael Cate will strongly consider being a fundraising chairman for OLT. Rudi thought that membership might fit in nicely with this, so there is a hope that Michael will be interested in heading that committee up. Rudi and/or Scotty will follow up on this. Also, it was brought up again that it might be very helpful to have an outside accountant help us with our financial reports and cash flow. Jane suggested talking to Trixie Ingram about taking over that responsibility and what she might charge for a service like that. She will bring that information back to us next meeting. We are asking that Bill transfer \$2500 from the First Financial account to the Union Bank Account and begin reimbursing Rudi for his advances on "Annie" and lobby remodeling projects her personally put forth. Also, after checking with Judy Kropp to verify that \$3000 from the JOLT account was approved to move to the OLT account, we would like to see that transfer made as soon as possible.

New Business:

Grace Bible Church had previously asked to use the theatre for a private movie party for which they will make a donation to OLT and buy concessions to give those profits also to OLT. The original date was October 20, but since that is when the Chekov plays are ending that same day, it was agreeable to both GBC and OLT to move the date to Sunday, October 27 at 5:30 PM.

Ann Glenn proposed to help Julie with publicity through and email response to Rudi, and Eva McCalister also offered to help by volunteering to work some in the office.

Meeting adjourned at 6:50 PM.