



**Board of Directors
Minutes
February 8, 2023**

Meeting held at Kaow Thai Restaurant, La Plata, MD

In attendance Board members: Tara Waters, Mike Gahan, Carol Russell, Carol Charnock, Janice Sagers, Kaitelyn Bauer-Diequez, Craig Hower, Jason Klonkowski, Stacey Swickert

Guest Members: Rachel Wallace, Becky Kuhn, Rick Thompson

Call to order 7:06 Tara Waters

Secretary: Minutes from January 11, 2023, were presented by Carol Russell. Motion to accept with amendment (Tara) second (Craig) Minutes accepted unanimously Carol R. will send minutes for Jason to post.

Treasurer's report presented by Mike Gahan

- Total current assets - \$299,131.38 Motion to accept report (Craig). Second (Tara). Approved unanimously.
- Began payments on 30-year Economic Impact loan.
- Brick purchased for Mary Beth Reckeweg.
- Battery (two-year) for alarm replaced.

Education Report presented by Carol Russell

- Tessa Silvestro (Camp Mockabee) and Suzanne Donahue (Encore Kids) notified concerning intents to continue as directors in the programs and request for dates.

Productions report presented by Tara Waters

- *Twelfth Night* closed. Cast member was not in final weekend due to illness. Request to speak to Board of Directors concerning "equity" policy. To be revisited at March meeting.
- *Once Upon a Mattress* in rehearsals.
- Concern from Janeene Sanders about racism in upcoming production, *You Can't Take It With You*. Issues of character representation and editing of dialogue had already been addressed.
- *You Can't Take It With You* has been cast. Budget submitted, Motion to approve budge as is (Craig). Second (Jan). passed unanimously
- *Ragtime* still needs producer. Bring all suggestions to Tara.

Properties report presented by Stacey Swickert

- Items loaned by Bill Righter have been returned.

Costumes report presented by Janice Sagers

- Past month has had multiple shows overlap, many donations, and lent items returned.

Public Affairs report presented by Jason Klonkowski

- Nothing to report

Membership report presented by Carol Charnock

- Feb. 18 Winter membership meeting room set-up being done by Heather Bauer
- Minimum dinner requirement 75.

History/Library report presented by Kaitlyn Bauer-Diequez

- Will begin the museum.

Facilities report by Craig Hower

- Have solution for push doors having keyless lock.
- No date set for keyless to be installed, but warnings will be given for when keys will no longer work.
- Mike will repair the fly system.
- Both new drops have been installed.
- Inquiry if lines can be painted for parking area near patio.
- Inquiry for drop-dead date completion of lobby.
- Mike will contact exterminators for mice.
- Dumpster gate will be tended. Difficult to open now.

Old Business

New Business

- Rental of facility still on hold. Motion to table until March when new season and new Board are determined.
- Will a cash-back program benefit us (Craig). Mike will research possibilities.
- Vaccine requirements for casts, crews, camp, and Encore. Motion to table until March (Tara). Second (Carol).
Approved unanimously.
- Grants for Organizations FY2024 review of applications. Mike, Carol C., and Tara will attend on date to be selected.
- Mike will place ad in Playbill (half or full page) for PTP WATCH Nominations. Coincides with season announcement.

Meeting adjourned 8:07

NEXT MEETING:

SATURDAY, FEBRUARY 18, WINTER MEMBERSHIP. American Legion 6:00. Board meeting to follow.

Carol Russell, Secretary

Minutes approved: March 14, 2023