



Minutes
Summer Membership Meeting Minutes
Port Tobacco Players, Inc.
August 26, 2023

Meeting was called to order by President Tara Waters at 3:58 PM.

Minutes from the Winter membership meeting were presented by Carol Charnock. Rick Thompson made a motion to accept the minutes as presented. Motion was seconded by Kathy Mead. The motion was passed by majority vote.

Tara asked for volunteers to serve on the nominating committee. Jeff Clark and Debbie Gilley agreed to serve.

The treasurer's report was presented by Craig Hower along with the business manager's report. Amazon Smile is no longer making donations to non-profit organizations so we will no longer be receiving that income. To improve income, we need to be more pro-active in getting ads for our programs and the fundraising committee needs to be more active.

The Marquee was damaged by a delivery van. The company has agreed to make all the necessary repairs through their insurance.

Painting and stuccoing will be done on the outside of the theater.

Had issues with the large HVAC unit. It has been repaired and is working again.

The doors in the rehearsal hall have been replaced in order to accommodate an electronic locking system.

Carol Charnock made a motion to accept the Treasurer's Report as presented, seconded by Heather Bauer. Motion passed.

Education (Heather Bauer) Heather is working on putting together a Stage Management class and "fight" class. Details to follow. Kids Encore will be holding auditions and starting up again in September. Again, watch for upcoming details.

Properties (Tara Waters) Nothing new to report

Costumes (Jan Sagers) Nothing new to report

Public Affairs (Carol Russell) Carol R. is looking for volunteers for the Fair booth. She has sign up sheets! Please volunteer. Backstage Facebook access will be limited to members only. Working on the old photos to identify and scan.

Membership (Carol Charnock) Database is current and members in attendance were encouraged to verify with Carol C. whether they were paid up for the current season. The PTP membership year runs from July 1-June 30. See Carol for Membership envelope in order to pay membership dues for the current membership year.

History/Library (Kaitelyn Bauer-Dieiguez) Nothing new to report.

Facilities (Mike Beyrle) See business manager's report for details of some current issues and repairs.

Productions (Becky Kuhn) We had to change one show in our upcoming season. We cannot get the rights to "Little Women" so we are replacing it with "9-5". Presentation of the short list of shows.

New Business

We have a couple of possible By-Law changes coming in so the by-law committee will be convened to review them. Craig Hower will head this committee.

Meeting was adjourned at 4:45.

Respectfully submitted,

Carol Charnock, Secretary
Port Tobacco Players.

Voted to accept: Winter Membership Meeting, February 17, 2024