

Penn Yan Theatre Co.

Board Meeting

December 13, 2016

Present: Becky Prine, Lyn Strong, Grace Knapton, Ann Shepardson, Sarah Lyon, Jason Riley, Kristy Gaston, Ray Willis, Eileen Ferrar, John Christensen, and Dusty Baker

Absent: Peg Patterson, Edie Strong, and Brenda Race

Meeting Called To Order: 6:26 PM

Secretary's Report:

Dusty motioned to excwpt the minutes as presented. Jason seconded the motion. Minutes accepted

Treasurer's Report:

*There are some changes that need to be made in some of the charges and expenses from The Christmas Carol. Grace will go through the bills with Ann. Grace motioned to accept the treasurer's report . Dusty seconded the motion. The report was accepted.

Sampson Update:

A) "Open the Doors Campaign"- We received \$15,000 from the NORD Foundation. The campagne total to date is \$32,000.

Caroline's family would like to make a donationand will be send a check.

Old Business and Updates:

A) Website-

Dusty is in contact with Andy. They are not staying in contact well and are working very slow. They have inquired about payments. Dusty has gone onto the website and has tried to reproduce what Andy was doing, and was able to successfully do so (and more) in 24 hours. Andy and Reegan are charging us \$2,500. Do we want to pay them and see what they get done? Caroline has suggested that we stay with them. Following a lengthy discussion, the board has decided to propose the following to Andy and Reegan:

1/3 of the payment now

1/3 when the design is seen and approved

1/3 when site is complete

We would also like improved communication. We would like a response within two business days with an acknowledgement that they received our communication. If they agree, we will move ahead. If not, we will find out what we owe them for the work that they have done so far, and we will decide what we want to do from there. Becky will talk with Andy and Reegan and email the board to let us know what is decided.

New Business:

A) New intern from Keuka (Trang)

She will be editing and updating our donor list and starting a data base for our membership forms. She will also create a list of past productions and their dates.

B) Scheduling problems for summer shows-

The production team will need to meet again to go over dates of both of the shows.

Meeting Adjourned: 7:15PM