



Penn Yan Theatre Company

**Board Meeting Minutes
August 22, 2017**

Present: Lyn Strong, Grace Knapton, Jason Riley, Sara Lyon, Becky Prine, John Christensen, Kristy Gaston, Dusty Baker, Ann Shepardson, Dave Smith

Absent: Brenda Race, Edie Strong, Ray Willis, Eileen Farrar

Meeting Called to Order: 7:19 PM

1. Secretary's Report

Grace motioned to accept the May minutes as presented. Dusty seconded the motion. Minutes approved.

2. Treasurer's Report

Dusty motioned to accept the May treasurer's report as presented. Grace seconded the motion. The report was accepted

Events Report:

Kiss Me Kate made \$2,966.04 to date. Some revisions will be made.

Best of Both Worlds made \$2,363.10

Brothers Grimm made \$422.71

We will have a bill coming from Dean for painting the stage floor.

3. Sampson Theatre Advisory Committee

a. PY Facade Grant- Pending submission . We are waiting on updated abstract of the Sampson Deed

b. New York State Gateway Grant- This was submitted in July

4. Old Business

a. Kiss Me Kate- Production meeting will be August 23rd at 6 PM at Dunkin Donuts. There was a survey sent out to the cast and crew. Becky will bring the information gathered from the survey to the next meeting. We are not getting our full refund from the scripts due to one prompt book and two choral books being damaged. The deposit was \$56.25. There was a discussion around Jessica's purchase of her costumes. The consensus was that she will not be reimbursed for them and she will donate them to the PYA Drama Club.

b. PYTCO Scholarship- See sample and suggested changes. We will email this form to the head of the Theatre Departments in Penn Yan, Dundee, and Whitman. We can also email the form to PYTCO members.

5. New Business

- a. Board Policies – We need more policies for our grants that we want to apply for. See the attached sheet. The Nepotism Policy may be an issue- We need to find one for non-profit organizations or Policies of Oversight not exclusion
- b. Sampson Theatre Haunted House- Stacy is looking into how much it would cost to have the theatre open for two weekends. Sara does not have the time and we would need a lot of help. We would need to start in October. We need people to help build or we will not be able to do it. John moves to go ahead with planning. Dave seconded
- c. Mid- November Appeal- We will not send out mailings. We will send out e-blasts and put it on Facebook. John will work on this.
- d. Christmas Show- The Baptist Church wants \$1000 for the use of the sanctuary and there is no room for a dinner. Becky will check with Keuka College to see if we could use Norton Chapel.

Next Meeting

September 19th

Dave moved to adjourn. Dusty seconded

Meeting Adjourned: 8:38pm