

**Quail Creek Performing Arts Guild
Board Meeting
September 26, 2023**

Board of Directors:

President	Davey Jones	Present
Vice President – Variety/Musical	Cyndy Gierada	Present
Vice President – Drama/Comedy	Maggie Brown	Absent
Secretary	Debi Gutknecht	Present
Treasurer	Sandi Hrovatin	Present
Membership Chair	Debi Nelson	Present
Publicity Chair	Dodie Prescott	Present
Member At-Large	Holly Crombie	Present
Member At-Large	Todd Combs	Present

- I. Meeting called to order at 1:35 by President, Davey Jones.
- II. Approval of Minutes
 - Minutes of the May and June meetings have been approved and posted on the Website.
- III. Treasurer’s Report
 - As of 9/24/2023, there is \$13, 693.83 in the account.
 - A bill has been received from State Farm Insurance (\$456.00) which will be paid by October 5.
 - Continental Storage will come due in June 2024.
 - Website fees will come due in January 2024.
 - Domain Name fee will come due in October 2023.
 - PAG proceeds from the Talent Show were \$4040.00 less expenses with \$2180.00 to the Sahuarita Food Bank and \$1917.00 to PAG.
- IV. Membership
 - Debi Nelson reported that there are now 55 paid members with more members expected to pay their dues at the general meeting.
 - Member spreadsheet with phone numbers and email addresses were given to the Board.
 - Debi Nelson will also send a second spreadsheet to the Board. This spreadsheet will indicate each member’s interests as expressed on the membership form.
 - Please let Debi know of individuals who are interested in membership as she will reach out to them with a membership form.
- V. VP Comedy/Drama
 - Although Maggie Brown was not able to attend today’s meeting, she gave a written report to President, Davey Jones.
 - The Play Committee will be meeting at the end of October. Until then, the committee is compiling plays/radio shows that will be considered. At the October meeting, the committee will determine their next step.

VI. VP Music/Variety

- Christmas Show: Cyndy Gierada reported that the script has come together nicely and was sent to Board members for review.
 - Motion: Accept the concept and script for the Christmas play Sleigh It Isn't So: A Holiday Celebration.
 - Motion made by Davey Jones. Seconded by Todd Combs. Approved by the Board.
- Proposed Budget for Sleigh It Isn't So: A Holiday Celebration.
 - Expenses:

▪ Sound	0.00
▪ Set construction/supplies	100.00
▪ Props (ornaments/gifts)	125.00
▪ Costumes	0.00
▪ Programs/tickets/ink/paper	450.00
▪ Poster	85.00
▪ Makeup	100.00
▪ Chorus music	585.00
▪ Cast party	600.00
▪ <u>Table centerpieces</u>	<u>270.00</u>
▪ TOTAL	2,315.00
 - Projected Revenue
 - Thursday Matinee: 270 seats @ 25.00/seat = \$6,750.00 (less 10% net to POA)
 - Thursday Matinee: 270 seats @ 20.00/seat = \$5,400.00 (less 10% net to POA)
 - Friday Dinner Show: 270 seats @ 45.00/seat (39.00/food, 6.00/PAG) = \$12,150.00 total (PAG share = 1620.00)
 - Saturday Dinner Show: 270 seats @ 45.00/seat (39.00/food, 6.00/PAG) = \$12,150.00 total (PAG share = 1620.00)
- Other considerations for the Christmas show
 - Chorus music has already been paid for by the treasurer.
 - Epi Torres, Director of Banquets, Activities and Events for Quail Creek may be interested in purchasing the centerpieces which would reduce the total budget expenditures. Cyndy Gierada will check with her.
 - Cast party discussion
 - Approximately 75-80 PAG members (including spouses) may attend
 - Possible dates: Thursday after matinee (Cyndy's home) or Saturday (desserts by Quail Creek).
 - Members At-Large will check on food options – pizza, Costco, other catered options.
 - Discussion: Is the proposed \$600.00 for the cast party sufficient?
 - The Board agreed to increase the budget for the cast party to \$1,000.00
 - Ticket price discussion
 - Motion: Ticket price for the Matinee shall be \$25.00.

- Motion made by Davey Jones. Seconded by Debi Nelson. Approved by the Board.
 - Motion: Ticket price for the dinner show shall be \$45.00.
 - Motion made by Sandi Hrovatin. Seconded by Debi Nelson. Approved by the Board.
 - Todd Combs and Hollie Crombie will meet with Epi Torres, Director of Banquets, Activities and Events for Quail Creek, to proceed with written documentation of dinner options and price.
- 2023 Talent Show
 - Discussion and suggestions for 2024 Talent Show
 - Should the show begin at 7:00 rather than 6:00?
 - Concerns with long wait lines at the bar which delayed the start of the show by 25 minutes. Consideration given to a third bartender.
 - Begin the talent show on time.
 - Possibility of two offerings of the talent show: Matinee at 4:00 and an evening show the following day at 7:00.
 - Possible cabaret seating for each show (270 audience members per show) which would increase ticket sales from 432 maximum to a possible 540 tickets sold.
 - An additional date would need to be secured with Quail Creek.
 - Consideration given to a 50/50 raffle. This option would need further investigation.
 - Audition process suggestions
 - Auditions take place 4 weeks prior to show
 - Audition committee has the right to decline performers
 - Inform acts of acceptance or decline three weeks prior to the Talent Show. No acts will be added after that time.
 - Pre-recorded music must go through the PAG system and given to PAG sound manager(s) 2 weeks prior to the show.
 - Acts must be limited to 5 minutes
 - Judges for the Talent Show may not be performers in the show

VII. Old Business

- PAG received a letter from Valley Assistance Services thanking PAG for the donation of two tickets to the 2023 talent show. A copy of the letter is kept with the September 2023 minutes.
- PAG received a letter from Sahuarita Food bank thanking PAG for the donation of \$2,180.00. A copy of the letter is kept with the September 2023 minutes.

VIII. New Business

- A written request for a donation has been received from Quail Creek Ladies Golf Association (QCLGA) for their Chip In For Charity event on November 9, 2023.
 - Motion: Donate 2 (two) tickets to the Christmas show Matinee: Sleigh It Isn't So: A Holiday Celebration to the QCLGA for their Chip In For Charity event.
 - Motion made by Dodie Prescott. Seconded by Cyndy Gierada. Approved by the Board.
- Sound System will be tested on Thursday, September 28 with the Chorus.

- Proposed By-laws change regarding date officers 'assume duties' (change from July 1 to June 1)
 - No decision made at this time

IX. Closing remarks and reminders

- Debi Nelson reported that the Business Expo Committee will meet in October. She will talk about the Business Expos at the General Meeting in October and ask for member involvement.
- Dodie Prescott reminded the Board that Dues for existing members must be paid by October 24. After that time, no reminders will be posted.
- Dodie Prescott will present her Publicity Report at the General Meeting following the Board meeting.
- Discussion of storage space will take place in the future.

X. Meeting adjourned at 2:53