

**Quail Creek Performing Arts Guild  
General Member Meeting  
October 22, 2024**

**Board of Directors:**

President	John Martin	Present
Vice President – Variety/Musical	Cyndy Gierada	Absent
Vice President – Drama/Comedy	Davey Jones	Present
Secretary	Debi Gutknecht	Present
Treasurer	Sandi Hrovatin	Present
Membership Chair	Debi Nelson	Present
Publicity Chair	Dodie Prescott	Present
Member At-Large	Myra McCune	Absent
Member At-Large	Diana Paul	Present

General Membership in attendance: Lou Moultrie, Holly Crombie, Tillie Hopko, Michael Corey, Ray Hebert, Carol Sullivan, Mary Campbell Jones, Perri Jones, Nancy Haerer, Ron Heiss, Nancy Jacobs, Bill Foraker.

- I. Meeting called to order at 3:01 pm by President John Martin.
- II. Approval of Minutes (Debi Gutknecht)
  - Minutes of the August Board meeting and General Member meeting have been approved and posted on the Website as well as sent to members via email.
- III. Treasurer’s Report (Sandi Hrovatin)
  - Balance as of most recent bank reconciliation: \$30,310.73
  - The annual audit was conducted, and a report received by the Treasurer and given to the Secretary. All records were found to be in order and well documented.
- IV. Membership (Debi Nelson)
  - PAG currently has 62 paid members.
- V. Publicity (Dodie Prescott)
  - There was an article published in the October edition of The Crossing. There will be another article in the November edition.
  - Ticket sales information for the Christmas program will be posted in the electronic newsletter What’s Happening.
- VI. VP Music/Variety (Cyndy Gierada – absent)
  - Ticket Sales:
    - President John Martin discussed the Board’s consideration regarding the 3-week ticket sales for the Christmas program. Is it enough time to sell tickets to the greatest capacity? 11/27/2024 is the last date for ticket sales.
    - Nancy Haerer (producer) will check with Robson to see if she can add a few more days.

- Nancy reports that tickets for the Christmas program have already been printed.
- It is important that when a ticket is sold, that the option for a vegetarian or gluten-free meal be collected.
- Other suggestions from Membership: Could tickets be sold at Bingo, or could a flyer be given out for Bingo participants?
- Poster and programs: John Martin reported that the graphic designer used in previous years is not able to continue in this capacity. John asked for suggestions or volunteers. Suggestions included the following:
  - Check local companies for costs (Action Printing or Parcel Plus).
  - Consider sending out emails to all members (Dodie Prescott) requesting volunteers who may have experience with this.
  - Pass this information onto the producer and director.
- Volunteers: Nancy Haerer (producer) requested that 2 scene change volunteers are needed for the Christmas Program. Davey Jones and Debi Gutknecht volunteered. Another suggestion came from membership that perhaps a couple of people of Act II can change the set for Act I and a couple people from Act II can change the set for Act III. Nancy will make a determination as to what will work best.
- Set: Ray Hebert mentioned that he will need help to prep for the Christmas Play set. Perhaps an email requesting set volunteers could be sent by the producer as we get closer to production date.

#### VII. VP Comedy/Drama (Davey Jones)

- Gala Update
  - 86 individuals (members and their +one) have responded to the Gala invite and will be in attendance.
  - The band Sonorous will provide entertainment.
  - Costs for the Gala will be approximately \$5,840 which has been approved by the Board.
  - Questions from the Membership included more information about decorations, a photo booth, and additional data about the band. Davey Jones and Dodie Prescott will consider the ideas presented.
- Spring Play Update:
  - The Spring Play Selection Committee (Ray Hebert, Bill Entwistle, Davey Jones) have chosen the play **Out of Sight....Out of Murder** by Fred Carmichael. The play includes a cast of five women and four men. Davey describes the play as a clever comedy.
  - The Board has agreed to pay for the license and the scripts.
  - Play dates: May 1,2 and 3.

#### VIII. Old Business

- 2025 Business Expo Update – February 22, 2025, from 10:00-2:00
  - The Business Expo is PAG's major fund raiser.
  - Kick-off meeting will take place on 10/28/2024 at 10:00. Members who will assist with the Expo sales will attend the meeting.
  - The goal is to sell 64 tables to vendors. Emails and phone calls to vendors will take place in early November.

- Additional volunteers will be needed to place advertising flyers in businesses prior to the Expo and assistance on the day of the Expo. Those volunteers will be determined in January.

IX. Board Updates:

- The Board will be working on policy development regarding ticket sales.
- Cast party costs were discussed, and guidelines were developed and approved. Only Members-at-Large will make purchases or approve purchases for cast parties.
- The Board will be exploring ways for annual bills to be paid by the PAG treasurer rather than a PAG member who then requests a reimbursement. The annual expenses amount to approximately \$2500. The yearly costs have decreased since PAG purchased the outdoor storage unit which is located on Robson property.

X. Open Comment:

- Bill Foraker will run the sound board for Acts I and II of the Christmas program. He will need a volunteer to run the sound board during Act III. Ray Hebert volunteered.

XI. The next General Meeting will be held on November 26, 2024

The meeting was adjourned at 3:45 p.m.