

**Quail Creek Performing Arts Guild
Board Meeting
October 24, 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	Absent

- I. Meeting called to order at 2:00 by President, Davey Jones.

- II. Approval of Minutes (Debi Gutknecht)
 - Minutes of the September meetings have been approved and posted on the Website.
 - Currently, the website does not show all previous minutes. This will be rectified in the near future.
 - The Board will consider the need to continue a website prior to the date that the annual fee is due (January 2024). In the past 45 days, only seven PAG members have logged onto the website. Of those seven, the majority were Board members.
 - Regarding the October Minutes, the Board agreed to the following:
 - Do not add the October minutes to the website.
 - The secretary will send the final approved copy of the October minutes to Dodie Prescott (Director of Publicity).
 - Dodie will send the minutes to PAG members.
 - The Board tabled the discussion of continuing the website.

- III. Treasurer’s Report (Sandi Hrovatin)
 - As of 10/24/2023, there is \$13, 315.83 in the account.
 - The annual auditing of the Treasurer’s books was completed on 10/14/2023. The team of Leslie Fellner, Bob Rongner, and Gay Henshaw performed the audit and no findings were noticed.
 - A copy of their notification of the audit results is placed in the Secretary’s notebook with the October minutes.

- IV. Membership (Debi Nelson)
 - Debi Nelson reported that there are now 66 paid members. This is 11 more paid members than reported during the September Board meeting.
 - Debi continues to email former members who have not yet paid their 2024 dues. Of the fourteen who were emailed, five have responded.

- An updated Member spreadsheet with phone numbers and email addresses was sent to the Board.
 - Please let Debi know of individuals who are interested in membership as she will reach out to them with a membership form.
- V. Publicity (Dodie Prescott)
- The Crossing has been sent two articles:
 - Notice of the upcoming Christmas Show – “Sleigh It Isn’t So”
 - Information on the outcomes of the Talent Show
 - Forthcoming publicity:
 - Christmas Show ticket sales and publicity for “Sleigh It Isn’t So” in The Crossing and What’s Happening (electronic newsletter).
 - In January, information about the Business Expos, the major fund raiser for PAG, will begin.
- VI. VP Comedy/Drama (Maggie Brown)
- A letter of resignation from Maggie Brown was received by Davey Jones and read to the Board. A copy of the letter is included in the Secretary’s notebook with the October Board minutes.
 - Temporary leadership for this position will be appointed by the Board. The VP of Comedy/Drama will be on the election slate in the spring of 2024.
 - Currently, the committee working with Maggie has been reading plays in preparation for Board notification. A decision on play selection should occur in December 2023. The play will be performed in the spring of 2024.
- VII. VP Music/Variety (Cyndy Gierada)
- Christmas Show updates:
 - The PAG chorus will be performing in Act III and is making great progress.
 - As of this date, the production is under the projected budget.
 - Director, Diana Paul, and Assistant Director, Sandi Hrovatin are working diligently in preparation for upcoming play practices.
 - Cyndy is continuing to work with Epi Torres (Director of Banquets, Activities and Events for Quail Creek) for additional time on the stage.
 - There will be 27 tables with 10 seats at each table for each of the 3 presentations of the Christmas show.
 - Cyndy is requesting volunteers to help with the pressing and hemming of robes prior to the performance.
 - Cyndy requested Board consideration for a change in meeting dates for the November Board and General meetings from November 28 to November 21. The request was made due to a full rehearsal already planned for November 28.
 - Motion: Move the November Board and General meetings from November 28 to November 21 with the understanding that an appropriate space must be located.
 - Motion made by Cyndy Gierada. Seconded by Dodie Prescott. Approved by the Board.
 - Davey Jones will check on availability of a space for the new meeting date.

- VIII. Members-At-Large (Holly Crombie)
- An meal invoice from Quail Creek for the Christmas show production has been received by Holly Crombie.
 - The invoice must be signed and returned to Epi Torres.
 - A copy of the invoice is included in the Secretary's notebook with the October Board minutes.
 - Christmas Show Cast Party
 - Holly and Todd continue investigating options for catering the cast party.
 - The party will take place on November 30 (after the Matinee production) at Cyndy Gierada's home.
- IX. Old Business
- Sound system status:
 - The sound system was given a trial run during a PAG Chorus practice.
 - Success!
 - The sound system will allow PAG the opportunity to independently run the sound equipment needed for PAG productions and, thereby, save thousands of dollars each year.
 - By-law update
 - The By-laws will be updated in January 2024. Items to be considered:
 - Newly elected officers taking office on June 1 rather than July 1.
 - Changing the number of auditors needed for the yearly review from a three to a two-person team.
- X. New Business
- Davey Jones asked the Board for consideration of using the PAG sound system with his production company's performance of the annual Murder Mystery (February of each year).
 - Discussion: Consideration of the following:
 - Who is allowed to run the equipment?
 - How does the Board consider requests from entities other than Davey Jones?
 - Are fees charged?
 - Motion: Allow Davey Jones to use the PAG sound system with his production company's performance of the Murder Mystery production in February, 2024.
 - Motion made by Dodie Prescott. Seconded by Debi Nelson. Approved by the Board.
 - Davey Jones proposed that, in lieu of a flat fee, he donate 10% of the gross income from the 2024 Murder Mystery to PAG.
 - Carole Washburn will speak during the general member meeting to inform members of the Business Expo.
- XI. Closing remarks and reminders
- Next meeting: November 21, pending the securing of a meeting location.
 - December meeting: Tuesday, December 19, 2023
- XII. Meeting adjourned at 2:52 p.m.