

**Quail Creek Performing Arts Guild
Board Meeting
January 28, 2025**

Board of Directors:

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| President | John Martin | Present |
| Vice President – Variety/Musical | Cyndy Gierada | Present |
| 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 | Present |
| Member At-Large | Diana Paul | Present (in part) |

- I. Meeting called to order at 2:01 pm by President John Martin
 - A quorum was declared as 8 of 9 Board members were present.

- II. Approval of Minutes (Debi Gutknecht)
 - Minutes of the November Board meeting and General Member meeting have been approved and posted on the Website as well as sent to members via email. (There was no December meeting held.)

- III. Treasurer’s Report (Sandi Hrovatin)
 - Balance as of most recent bank reconciliation: \$31,086.18.
 - Profit from the Christmas Show is \$2959.50 at present time. A few additional expenses are expected to be turned into the treasurer.
 - Copy of the bank reconciliation worksheet will be kept with the Board minutes.

- IV. Membership (Debi Nelson)
 - PAG currently has 64 paid members with 2 new members as of today.

- V. Publicity (Dodie Prescott)
 - What’s Happening and The Crossing will have advertisement for new chorus membership.
 - What’s Happening and the Crossing will feature information for open auditions for the spring play.
 - Business EXPO article will appear in The Crossing and weekly announcement in What’s Happening beginning in February.
 - Articles will appear in the February The Crossing with information about ticket sales for the Chorus Performance on April 5.

- VI. VP Music/Variety (Cyndy Gierada)

- The Christmas Program – A Very Boomer Christmas, was well received with excellent comments were shared.
- Spring Concert
 - The Spring Concert will feature favorite songs of the Chorus members
 - Budget
 - Change music costs from \$455.00 to \$480.00.
 - Poster/tickets: Maximum cost of \$100.00
 - Decorations: Maximum cost of \$100.00
 - Total maximum costs = \$700.00 (not including post-concert party)
- Ticket costs: \$10.00
- Date: Saturday, April 5 at 4:00.

MOTION: Move to approve the Spring Concert Budget not to exceed \$700.00 not to include the cost of the post-concert party.

- Motion made by Davey Jones. Seconded by Sandi Hrovatin.
- Motion passes with unanimous approval.

VII. VP Comedy/Drama (Davey Jones)

- Spring Play Updates – Out of Sight....Out of Murder.
 - Davey Jones, proposed Director, has booked two play rehearsals each week beginning in February to the play dates. Each rehearsal will be on the stage from 2:00 – 6:00, barring unforeseen circumstances. Days of the week for the rehearsal vary from week to week.
 - Auditions:
 - Auditions will take place on February 6 at 3:00 in the Gold room in the Madera Clubhouse.
 - 4 males and 5 females will be needed for the play.
 - Budget
 - Davey Jones presented a proposed budget for the play. The budget includes actual costs for scripts and performance rights with estimates for set, props, costumes, programs, posters, tickets, make-up and cast party as well as 10% of the income which is paid to Robson.
 - At this time, 450 tickets @ 20.00 per ticket with tables of 10 has been calculated. No meals will be served at these productions.
 - Total estimated profit = \$3,396.60.
 - The specific budget is kept with the PAG minutes for January 2025.

MOTION: Move to accept proposed budget for the Spring play which includes a ticket cost of \$20.00.

- Motion made by Davey Jones. Seconded by Sandi Hrovatin.
- Motion passes with unanimous approval.

MOTION: Move to affirm Davey Jones as Director/Producer for the spring play.

- Motion made by Myra McCune. Seconded by Debi Nelson.
- Motion passes with unanimous approval.

Diana Paul arrived at 2:24 pm.

- Additional spring play information:
 - Valerie Easterly will be in charge of props.
 - Karen Lubinski will be in charge of lights.
 - Bill Foraker will be in charge of sound.
 - Other positions still to be filled: Stage manager and House manager.
 - Davey Jones appoints Stuart Lisk as the Assistant Director.

VIII. Members At- Large (Diana Paul and Myra McCune)

- During the General meeting, the Members at Large will ask for members to volunteer to usher at the Spring Concert.

IX. Old Business

- Ratification of email votes: The following items were presented to Board members via email since the previous Board meeting and tentatively approved waiting for ratification from the Board at the January Board Meeting.
 - Approval to increase cost of music for the spring concert from \$455.00 to \$480.00.

MOTION: Move to approve increase music cost in Spring concert budget to \$480.00.

- Motion made by Cyndy Gierada. Seconded by Davey Jones.
- Motion passes with unanimous approval.

- Business EXPO update (Debi Nelson and Debi Gutknecht)
 - Only 5 spaces are left to fill.
 - There will be 11 non-profit organizations in the Silver Room.
 - We are waiting on a few businesses to pay for their space.
 - Dodie Prescott reports that liability insurance may be required for KGVY radio to come onto the site. Dodie will work with Epi Torres to determine exact need.

- Surplus Funds
 - Diana Paul has volunteered to chair a small committee to make recommendations to the Board regarding PAG surplus funds distribution.

MOTION: Approval to accept Diana Paul as the Chair Person for a Surplus Funds Committee to propose processes (recipient determination and options for charitable donations) to the Board.

- Motion made by Cyndy Gierada. Seconded by Davey Jones.
- Motion passes with unanimous approval.

- PAG Storage Unit update
 - Davey Jones reports that interior/AC units at our current storage unit site are filled.
 - Davey will continue to check with other possible storage sites.

X. New Business

- None noted.

XI. The meeting was adjourned at 2:50 p.m.