

**Quail Creek Performing Arts Guild  
General Meeting of PAG Members  
January 23, 2024**

**Members in attendance:**

President	Davey Jones	Present
Vice President – Variety/Musical	Cyndy Gierada	Present
Vice President – Drama/Comedy	Ray Hebert	Present
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

**General Members Present:** Diana Paul, , Mary Campbell-Jones, Michele Donatich, Karen Lubinski, Paul White, Tillie Hopko, Flossie O’Day, Myra McCune, Perri Jones, John Martin, Sandy Boyer, Nancy Jacobs, Bob Rongner, Betty Rongner, Bill Foraker.

- I. Meeting called to order at 3:00 by President, Davey Jones. A quorum is present.
  
- II. Bylaw Revision
  - Davey Jones, President, reviewed the proposed Bylaw revisions. The proposed changes were sent to each member in December 2023. Copies of the proposed changes were available for member to review at the meeting. The proposed changes are:
    - Article VI – Nominations and Elections, Section 4
      - Officers shall assume duties June 1 (rather than July 1)
      - Why the proposed change? Newly elected officers should assume duties as soon as possible after the election.
    - Article VIII – Committees, Section 2
      - The audit committee shall consist of two (2) members (rather than three (3) members)
      - Why the proposed change? The 2023 Audit Committee recommended the change based upon their involvement with the audit.
  - A vote to accept the revisions was called with a show of hands. The vote was unanimous by all PAG members present for the meeting.
  - Davey Jones will post the revised Bylaws on the website.
  
- III. Approval of Minutes (Debi Gutknecht)
  - Minutes of the December meeting have been approved and posted on the Website and sent to each member via email by Dodie Prescott.
  
- IV. Davey Jones, President reports that the annual bill for the website was paid in January.
  
- V. Treasurer’s Report (Sandi Hrovatin)
  - Current balance in the account: \$25,742.69.

- The account balance is more than normal due to the income from the vendors of the Quail Creek Business Expo with a profit as of today of \$10,783.39.
- Quail Creek does take 10% of the profits for use of the facility.
- The Expo is the major money maker for PAG. These funds have been used most recently for the purchase of PAG sounds system/equipment.
- Storage Facilities
  - PAG rents two storage units: one air conditioned and one that is an outdoor unit.
  - With the purchase of a storage container which will be kept on the Quail Creek property, PAG will be able to eliminate the rental of the outdoor unit.
- On-going expenses
  - Insurance
  - Website

VI. Membership (Debi Nelson)

- Debi Nelson reported that there are now seventy-one (71) paid members.
- Please advise Debi if you have knowledge of anyone who might be interested in PAG membership.

VII. Business Expo Update – February 24, 2024 as reported by Debi Nelson and Debi Gutknecht

- There are sixty spaces available for vendors between the Ballroom, Hallway, and Parking lot.
  - Currently, Debi Nelson and Debi Gutknecht report only four (4) spaces remain.
- Non-profit organizations will be located in the Gold Room.
- Cyndy Gierada has six vendors representing travel in the Silver Room.
- We have ten vendors who have also purchased 10-minute radio spots.
- Volunteers needed
  - For the Expo to be a success, we need volunteers. The following members have volunteered to assist during this meeting.
    - Deliver and post flyers advertising the Expo to local businesses
      - Flossie O’Day, Perri Jones, Bill Foraker and Mary Campbell-Jones
      - Flyers given to the volunteers along with assignments/locations,
    - Front Table
      - Myra McCune, Michele Donatich, Betty and Bob Rongner, Tillie Hopko.
    - Assistance with Vendors
      - Mary Campbell-Jones, Nancy Jacobs, Flossie O’Day, Bill Foraker.
    - Assist with Outdoor Vendors
      - Davey Jones and Jeff Krueger
    - Debi Nelson and Debi Gutknecht will be available to assist as needed.
  - Emails will be sent to our volunteers to remind them of their assignments.
- Coffee will be available for vendors until 10:00 at no cost to vendors.
- Food and drink options will be available for purchase for the public and vendors .
- PAG will provide water for the vendors.

VIII. Publicity (Dodie Prescott)

- The Crossing:
  - February - Article regarding the Business Expo
  - February/March – Articles about the Spring Concert
  - March/April – Articles about the Spring Play
- What’s Happening postings:
  - 4 weeks of posting information regarding the Business Expo.
  - Dodie will add information about ticket sale dates for the Spring Concert and the Spring Play as they are determined.

IX. VP Comedy/Drama (Ray Hebert)

- Spring play (Wrong Window) update
  - A production meeting was held with the following positions determined:
    - Paul White – Director
    - Sandy Boyer – Assistant Director
    - Dodie Prescott – Producer
    - Ray Hebert – Sets
    - Many more positions will be needed.
  - Comment from Michele Donatich followed by discussion: How was the final play chosen and reported positions filled?
    - Inclusivity of members is important and is a point well taken.
    - The Bylaws – Article V Section 4 state: The Vice President – Drama/Comedy is responsible for the overall selection, planning and production of drama or comedy productions. The same wording is also stated in the responsibilities for the Vice President – Variety/Musical.
    - With the resignation of Maggie Brown, Ray Hebert graciously accepted the appointment to complete Maggie’s term. The Board thanks Ray for his work in this position.
  - Paul White reports:
    - Auditions will be held on February 2 and 3 from 3:00 – 4:30.
    - This will be an open audition rather than individual auditions. In open auditions, all actors sit together read for multiple parts. This gives the Director an opportunity to observe the interaction between actors.
    - Rehearsal dates: Multiple rehearsals have been reserved on stage by Maggie Brown. Rehearsals begin February 12. The play will be presented on May 2 (Matinee), 3 and 4 (evening performances without dinner.)
    - Actors will be required to inform the Director of dates when they will be unavailable for practice.
    - This is a physical play and requires actors to be able to crawl on the floor and be able to get upright with ease.
    - A large stage crew will be needed to move the set between scenes.

X. VP Music/Variety (Cyndy Gierada) as reported by Dodie Prescott as Cyndy had to leave after the vote on the Bylaws.

- The Spring Concert will take place on Saturday, April 6, or Sunday April 7.
- The cost of the concert will be \$10.00.
- No food will be served at the concert.

XI. Members-At-Large (Holly Crombie)

- Holly reported that she will work with Todd Combs to begin plans for the after-performance parties for the Spring Concert and Spring Play.

XII. Other business

- Free keyboard
  - Cyndy Gierada is in possession of a keyboard that was donated by a chorus member. It will be a first come/first serve give-away. It does not include a stand.
  - Please call Cyndy if you are interested
- Sound Board Training
  - Bill Foraker reports that another Sound Board technician is needed as he will be traveling through the year.
  - On February 7, there will be a full tech rehearsal for Davey Jones' Murder Mystery. This will be a good opportunity to gain experience in the set up and operations of the sound equipment. At this time, the rehearsal is scheduled for 10:00. Please contact Bill Foraker or Davey Jones if you are interested.
  - Consideration may be given to posting this position in What's Happening.
- We have a fully qualified lighting technician – Karen Lubinski.
- Stage Curtain Repair
  - Bill Foraker reports that one of the stage curtains needs repair. Is there anyone with a heavy-duty sewing machine who can repair it?
    - Perri Jones will ask an individual she knows (Elizabeth) if she might be able to help.

XIII. The meeting adjourned at 4:07 p.m.