

**Quail Creek Performing Arts Guild
Board Meeting
February 25, 2025**

Board of Directors:

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	Absent
Member At-Large	Diana Paul	Present

- I. Meeting called to order at 2:00 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 January Board meeting and General Member meeting have been approved and sent to members via email. At present time, the minutes have not been posted on the website due to difficulties in editing the website by Davey Jones.

- III. Treasurer’s Report (Sandi Hrovatin)
 - Balance as of most recent bank reconciliation: \$31,443.49.
 - EXPO financial details indicate that the 2025 Quail Creek Business EXPO netted \$11,627.75.
 - Copy of the bank reconciliation worksheet and general ledger showing EXPO details will be kept with the Board minutes.

- IV. Membership (Debi Nelson)
 - PAG currently has 67 paid members.

- V. Publicity (Dodie Prescott)
 - What’s Happening and The Crossing will have advertisement the spring Chorus concert and the Spring play (Out of Sight....Out of Murder).
 - Ticket sale information for the Chorus will begin on March 1 with ticket sales taking place on March 10, 17, 24, and 31.
 - Dodie has also found some interesting graphics that she will use to create a poster and advertise the Spring play on the TV in the Madera Clubhouse one month prior to the production.

- VI. VP Music/Variety (Cyndy Gierada)
 - Spring Concert

- The Spring Concert rehearsals are indicating that it will be a fabulous concert. The concert will feature favorite songs of the Chorus members.
- We have a new PAG member who has joined the chorus.
- The vases used as table centerpieces at the previous concert are missing. Cyndy will check with Myra to see if she might know where they are located.
- The 'cast party' for the Spring Concert will take place following the concert on April 5, 2025.
- Dress rehearsal will take place on April 1st (6:00 – 9:00) or on April 5 (4:00 – 7:00). Davey will Check with Bill Foraker to see which date is best. Jeff Kreuger will also be contacted.
- Budget
 - A receipt in the amount of \$65.20 was given to the Treasurer for the cost of tickets and a poster.
- Ticket costs: \$10.00
- Date: Saturday, April 5 at 4:00.

VII. VP Comedy/Drama (Davey Jones)

- Spring Play Updates – Out of Sight....Out of Murder.
 - A few rehearsals have been held, and the play is 'coming along nicely'.
 - Ticket sales will take place on Tuesdays beginning March 25. Davey will require 3 members to sell tickets on that day and only 2 members to sell tickets on the subsequent Tuesdays.
 - All back stage positions have been filled. Valerie Easterly will be in charge of props and Nancy Jacobs will be stage manager.
- Website update
 - At this moment in time, Davey is unable to access wix.com to edit the website. As a result, the January minutes have not been posted to the website.
 - The website is still available for viewing.
 - Davey has discovered that the website has had 30 views in the past 30 days. 10 of those views are from Turkey and China with the remaining from somewhere in the United States.
 - Discussion: Do we need the website?
 - Pros and cons of the website were discussed.
 - The website fees have been paid through December 2025.
 - Do we have a PAG member who is knowledgeable of websites that might be of assistance? Michael Cory's name was brought up and Davey will contact him.
- Off-site Storage updates
 - Davey and Mary have visited a new storage site call Extra Space Storage.
 - There appear to be several advantages to moving our current air-conditioned off-site store unit to this new location.
 - It is twice as large with a 10' x 20' space
 - Cleanliness
 - Lighted and climate-controlled space
 - Bigger parking space allowing for easier access to the unit.
 - It is secure, requiring a code to access the building.

- There is a ground floor space available which is located very close to the parking area. If a ground floor spot is not available, there are additional spaces of the same size located on upper floors with an elevator for easy access.
 - There are carts available to move items from the unit to the parking area.
 - Due to the increased space from our current indoor storage unit, we would be able to move some items from our outdoor site on Quail Creek property to this new unit. This would allow construction of sets more space to store building materials.
 - The cost of the new unit is more than our current site (\$2,232.00 with a \$50.22 set up fee compared to \$1754.00 for the current site).
- Status of the dedicated storage space in Quail Creek
 - Davey has been in contact and negotiating with Tim Fudge, member of QCPOA Board of Directors.
 - The area where our current outdoor storage unit is located is owned by Robson Construction. If they determine that they want to use our current area, we would lose that space. It is uncertain if we would be responsible to remove the current storage unit.
 - As a result, it is unlikely that we would be able to get a second unit placed on this site.
 - Discussion of storage space information as presented by Davey Jones.

MOTION: PAG shall rent a 10' x 20' climate-controlled storage unit from Extra Space Storage on Beta Street at a yearly cost of \$2,232.00 plus the \$50.22 setup fees beginning February 26, 2025.

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

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

- Diana and Myra will be collaborating with Cyndy to plan the 'cast party' for the Spring Concert.

IX. Old Business

- Business EXPO update (Debi Nelson and Debi Gutknecht)
 - An EXPO report was given to the President and Secretary
 - Highlights of the report include the following:
 - All spaces were filled (62 paying vendors and 13 non-profit organizations).
 - Several vendors did not show for the event even though reminders were sent prior to February 22. Some no-shows were due to illness, others did not notify the co-chairs.
 - Comments from vendors and the public were very positive.
 - Although an exact count of the number of people who attended the EXPO is not known, 300 brochures were depleted by 12:30. Next year, it is recommended that we plan for 450 attendees.

- We had 27 PAG members participate in the EXPO preparation and assist on the day the event. Thanks was given to all who participated.
 - Debi Nelson and Debi Gutknecht indicated that they would continue as CO-chairs for 2026.
 - A copy of the EXPO report is kept with the February minutes.
 - Surplus Funds Committee
 - Diana Paul has two PAG members who will assist her (Michael Cory and Sandy Boyer).
 - Diana will request financial information from the Treasurer to assist the committee in determining the amount of funds that will be used for charitable contributions.
- X. New Business
- PAG shirts
 - Debi Nelson indicated that there is interest in gathering more information for the sale of PAG shirts.
 - Debi will check connect with Parcel Plus and the Pro Shop at Quail Creek to determine costs.
 - Diana Paul has the template for the PAG shirts that were ordered several years ago.
 - Debi will ask the general membership at the following meeting to determine if there is enough interest to move forward.
 - PAG elections:
 - In May of 2025, an election will be held to elect the following positions: Vice President of Music/Variety, Secretary, Director of Membership, Director of publicity, and 1 of the 2 Members-at-Large.
 - As per the PAG By-laws, a Nominating Committee will be appointed by the President. The committee will include 1 member of the Board who will not be eligible for nomination and 2 additional members from the general membership. This committee must be appointed sixty days prior to the election.
 - President John Martin has appointed Cyndy Gierada as the Nominating Committee Chair as well as Michael Cory and Nancy Haerer from the general membership.
 - PAG liability
 - Based upon the Quail Creek Business EXPO liability document required by Quail Creek and signed by President John Martin, concern was expressed regarding PAG's liability for any injuries on Quail Creek property.
 - John Martin will investigate further to determine if this was a one-time liability form or something for all PAG events.
- XI. The meeting was adjourned at 2:55 p.m.