

Board of Governors Meeting Minutes Nov 12, 2007

Members Present

Jack Calvert
Dennis Hudson (C)
Pat Huth
Andrea Imes
Katie Pecis (S)
Sandra Rasnak (VC)
Denny Wise

Members Absent

Dave Bremer
Jim Hannigan

Others Present

Ed Wavak (Treas)
Lou Schauer
Dick Traut
Tom Fronhappel

Staff Present

Bill Hammack (MD)
Jack Phillips (AD)
Leslie Price (CTD)

Staff Absent

Thad Hallstein (TD)

Chairman Dennis Hudson called the meeting to order at 7:30 pm. The agenda was adopted, with two changes: 1) Adding agenda item “Actives Report” (Denny Wise); 2) Removing the Auditor Report by the Auditor. The Auditor was not present.

The October 2007 meeting minutes were corrected:

Page 1 – Thad Hallstein proposed changes to update the Cattell lobby at a cost of \$3500. The proposal was deferred until the Budget & Finance Committee can review the proposal.

Minutes accepted as amended. **M** Denny Wise, **S** Pat Huth, **P** unanimous

Ed Wavak (Treasurer) presented the Treasurer’s Report and the audit from Doug Baer (George Bagley and Company) (dated Nov 5, 2007). The Budget and Finance Committee had previously reviewed and concurred with the financial statements. The BOG accepted the audit for fiscal year 2006-2007 as presented by George Bagley and Company dated Nov 5, 2007. **M** Denny Wise, **S** Sandra Rasnak, **P** Unanimous

Two other items reported on by Ed Wavak were:

- 1) Cattell Lobby renovations – Budget and Finance delayed making a recommendation pending more information from Thad on the needs of the Box Office Committee and the overall value-add from making these improvements.
- 2) New staff positions – Budget and Finance requested more time to review the situation.

Jack Phillips (AD) gave an update on the Studio I graduates and on the class “Active Acting 2” and reported that Forum 2 casting letters had been sent out.

Bill Hammack (MD) reported that 2,152 subscriptions were sold, a decline of 48 from last season. Ticket sales for MS2 were 2492 (vs. 2723 for MS2 last year). The quilt raffle has raised \$1050 in sales so far. Benefits are sold for the Holiday Show and Forum 2 and there is a sponsor for MS4. TWS received notification from the IAC that our grant will be \$11,950 (vs. \$20,000 last year). Bill also reported that he was able to save over \$3000 in building insurance premiums (even with a higher assessed value for TWS property) by working with the insurance broker on a new policy.

The “theatre group picture” was discussed and Bill committed to doing everything feasible to get the picture into the upcoming programs.

Thad Hallstein and Leslie Price submitted written reports. Jack Phillips reported that Thad's "Paint Class" was well received.

Staff were requested to have a back-up present their reports and answer questions when they were unavailable to be at the BOG meeting.

Definition of Active Status: Denny Wise reported that the written descriptions of "active status" are not clearly worded (e.g., page 35 of TWS Directory). Denny, along with a number of other TWS actives, will be reviewing this further, and will recommend a course of action to get this clarified.

ADA Project – Wheel-Chair Accessible Main Entrance: Andrea Imes reported on the ADA project to make the main entrance wheel-chair accessible. She is getting bids on the survey. Additionally, 2 architects have been identified and several high-level approaches to the entranceway considered. Lou and Andrea will do some further checking on the 2 architects and Andrea will invite one of the architects to the Dec or Jan BOG meeting to discuss options.

Minneapolis Trip in May: Andrea Imes also reported on the Minneapolis trip in May. A trip to Stratford in 2008 is not feasible due to the high cost. Consensus of the BOG on pricing the Minneapolis trip tickets was:

Subscribers: \$565 (double occupancy); \$715 (single occupancy)

Non-Subscribers: \$600 (double occupancy); \$750 (single occupancy).

Banner Property: Lou Schauer reported on the "Banner" property. The property has been listed with a broker. The property is listed at \$1.25 million. The Village of WS does not appear to be interested in the property. The broker has until April 30, 2008 to sell the property.

Special Events Committee: Dennis Hudson asked the BOG to approve a new committee, the Special Events Committee. This committee would be responsible for soliciting theatre actives to do work on special events (e.g., Patty Duke event) and for coordinating the events. M Denny Wise, S Sandra Rasnak, P Unanimous. Dennis will be looking for co-chairs for this committee.

The Patty Duke Event: Jack told the BOG that Barbara Robertson would not be available for the Patty Duke Benefit. Liz Steele is the chair for this event. It is expected that 4 or 5 TWS actives will also be cast in roles for the benefit.

Questions were raised regarding the marketing/advertising strategy for this event. Bill Hammack committed to e-mailing the Budget and Finance Committee and the BOG with a pricing structure for the event, including prices for a wine "meet and greet" and costs associated with needed advertising.

Late Night Cabaret Series: Joe Savino discussed his proposed "Late Night Cabaret Series" with the BOG. The goals of this series are: 1) To provide a performance outlet for Actives who are singers; 2) To be a performance training ground for Actives who have gone through the Musical Theatre Workshops; 3) To help raise money for TWS; 4) To provide late-night entertainment. The series will kick-off Dec 1. The BOG sanctioned the event with 1 abstention. A Denny Wise.

New Year's Eve – “No Party Party”: Dennis Hudson proposed to hold the 2nd annual New Year's Eve “No Party Party”. TWS will not incur any costs for this event except incidental costs associated with having the building open on New Year's Eve. The BOG unanimously sanctioned the event.

Dennis Hudson – Electronic Signature: Dennis Hudson has withdrawn his sanction to use his electronic signature, without his expressed permission, effective Nov 1, 2007.

Liaison Reports – Guest Director Committee: Jack Calvert will follow-up to get clarification on the status of the search for a guest director for next year.

Cattell Lecture: Jack Phillips said the next lecture will be Monday, Nov 26 at 7:30 pm. The speaker will be the Technical Director for the Chicago Lyric Opera.

The meeting was adjourned at 10:00 pm. M Jack Calvert, S Pat Huth, P Unanimous.

Submitted,

Katie Pecis
Secretary