

PILOT POINT COMMUNITY OPERA HOUSE

BOARD MEETING MINUTES

DATE: November 20, 2012

P.O. Box 1363, Pilot Point, Texas 76258

Web: PilotPointCOH.org Email: pilotpointcoh@gmail.com

Howard Kimble, President 940-686-5707/817-403-3821

Lyn Rodgers, Secretary/Treasurer 940-686-5870/817-707-3771

Joyce Wood, Parliamentarian 940-371-2001

- **Call to Order**

The meeting was called to order at 7:06 p.m.

- **Establish a Quorum**

Directors present included Charlotte Petermeier, Jim Konz, Howard Kimble, Shannon Sims and Lyn Rodgers. Five of the seven current directors present constituted a quorum.

- **Reading of the Opera House Poem**

The Opera House Poem was read by Howard Kimble.

- **Welcome Visitors**

Visitors present included Annetta Kimble and Amber Funck.

- **Public Forum**

No one chose to speak at the public forum

- **Consent Agenda**

- **Board Meeting Minutes for October 9, 2012**

On a motion by Lyn Rodgers and second by Jim Konz, the minutes from October 9, 2012 were accepted as written. Shannon Sims stated she would provide either minutes or notes from September meeting to Lyn Rodgers by the end of the weekend so those Minutes can be forwarded to directors.

- **Updates**

- **Projects/Committee Reports**

- **Opera House Singers – Charlotte Petermeier**

The Opera House Singers will be performing December 6, 2012 at Settlers Ridge Assisted Living in Celina, Texas and at Pilot Point Care Center in Pilot Point on December 13, 2012

- **Pilot Point Players – Lyn Rodgers and Marina Greenhill**

- **Update on “Love Letters”, February 9, 2013 – Lyn Rodgers**

John Rodgers and Gail Ormsby Hargis have agreed to the roles and will start rehearsing soon. Rights to play received from Dramatist’s Play Service. We have a Verbal Contract with Nick Vranigi of Nick’s Italian Restaurant to cater the meal. Nick will provide Lasagna, Salad and Dinner roll at an agreed upon price per meal. In addition and NOT provided by Nick’s will be cheesecake for dessert and coffee, tea or water to drink. It was decided to invite those attending to bring their favorite wine to enjoy with the meal. We will not be purchasing wine for the event. A price of \$■ per person and \$■ per couple was set for the tickets. A program/playbill layout was provided to the board including ad space for sponsors. Tickets will be available for sale from January 1, 2012 to February 1, 2012 as we have to have a total patron count for the caterer by February 2, 2013.

- **Update for planning for Murder Mystery Dinner Theatre**

Lyn will talk to Kelli and Jeffrey Watson again to see if they are interested in a production or if they might refer us to someone else to assist in this type of production.

- **Christmas on the Square – Charlotte Petermeier**

Charlotte attended a meeting today for the planning of the event by the City. Date and time are December 1, 2012 from 6 p.m. to 8 p.m. As previously noted the OH has agreed to be held in reserve as location for the event in the case of inclement weather. Charlotte is taking care of renting the booth and setting up the games. Shannon Sims and Annetta Kimble volunteered to assist. Lyn will provide the glow in the dark bracelets purchased to sell at the booth.

- **Fundraising Committee – Joyce Wood**

No information at this time

- **Membership Committee – Karen Allison**

Membership dues for all members renew annually in January. Reminders need to be sent to Members to encourage renewal before that time.

- **Website – Nina Savard**

Lyn will get the approved minutes to Nina for publication on the website.

- **Restoration Committee – Joyce Wood**

Howard had notes from Joyce on this as she is out of town and unable to attend. We are told that in response to the grant application submitted by Joyce to the City of Pilot Point, the City did not allot any funds in next year's budget for sidewalk improvement grants. Research for further grants available thru the Main Street City organization or others was suggested. The directors asked for a copy of the grant application to be forwarded to them. Howard stated he would forward a copy to directors. Joyce is still in the process of obtaining bids for a canvas canopy for the door to the Reception Hall.

- **Recognition Committee – Charlotte Petermeier**
No action on this item.
- **Christmas Decorations Plan – Charlotte Petermeier**
Interested parties will meet at the OH at 2:00 p.m. on Sunday November 25, 2012 to decorate the South Lobby/Showroom for the Christmas Holiday Season. Charlotte Petermeier, Shannon Sims, Amber Funck and Lyn Rodgers volunteered as well.
- **Presidents Report**
- **Thank you to community service workers for cleaning and for moving chairs from the Reception and Performance Halls.**
- **Thanks to Lyn Rodgers, Shannon Sims and Amber Funck for organizing and handling the First Annual Talent Show**
- **The Liability Insurance policy has been renewed.**
- **Obtained Sales Tax elimination and refund for electric billing.**
Howard followed up on previous action to request reimbursement on sales tax we had been charged by our electricity supplier Just Energy. We were granted a refund on taxes paid since March 2012 when our contract started and should no longer be charged sales tax on those accounts.
- **Keys have been obtained for the door to the Lounge area near the upstairs Men's restroom.**
- **Breakers have been installed to activate the two 220 volt receptacles in the Performance Hall.**
- *Howard is following up with Atmos Energy for possible remittance of sales taxes collected on those accounts.*
- *Howard is following up with our Liability Insurance carrier on a Surplus Lines Tax listed on the quote to see if it is something we do not owe as a tax exempt entity.*
- *Howard will follow up on a way to secure the breakers to the air conditioners in the off position for rentals where the parties have chosen in advance not to use the a/c.*
- **Old Business/Action Items**
- **Consider recommendations to fill 2 open Director Terms**
No names were presented at this time.
- **Consider Other –**
No action
- **New Business/Action Items**
- **Consider Projects/Opportunities –**
Lyn suggested a play committee to look at play synopses and potentially choose a second production for next year. Charlotte Petermeier, Shannon Sims, Annetta Kimble and Amber Funck agreed to join Lyn on a Play Committee.
Also suggested were items with a logo that we could sell such as t-shirts, coffee cups, can insulators (koozies) that would provide revenue as well as advertising.
- **Consider Contract for Jazzercise Group**
Howard provided a copy of the contract he constructed based on our current rental agreements. After review, a copy was given to Charlotte to forward to Cassie Miller. Howard will meet with Charlotte Petermeier and Cassie Miller to review the contract.
- **Consider plans for January 2013 Annual Members Meeting and candidates to fill what will then be three open Director Positions.** *Jim Konz stated that while he enjoys being a part of the Opera House and helping out where he can, he would prefer not to remain on the Board of Directors after his current term ends. Annual Members meeting date and elections of directors for the three open seats set for January 15, 2012 at 7:00 p.m. Per the by-laws all members must be notified of the meeting at least 7 days in advance. Suggestions for potential directors should be brought to the December meeting.*
- **Consider other -**
- **Adjourn to Executive Session – 8:12 p.m.**
- **Reconvene to Public Session - 8:29 p.m.**
- **Report actions taken in Executive Session**
No reportable action.

- Next meeting date Tuesday, December 18, 2012 at 7:00 p.m.
- Meeting adjourned at 8:30 p.m.

2012 Events Calendar/Plan
****changes from last meeting bold/italics****

Annual Membership Meeting	01/01/2012
Opera House Singers Valentine's Concerts	
at the Opera House	02/12/2012
at Pilot Point Care Center	02/16/2012
at Settler's Ridge Assisted Living in Celina	02/23/2012
Facility Rental – Birthday party	03/31/2012
Facility Rental – Derby Day (Friends of the Square)	05/05/2012
Facility Rental – PTO Father/Daughter Dance	05/12/2012
Fourth Annual Songwriter's Festival	05/19/2012-05/21/2012
Facility Rental – Baptismal Celebration	06/23/2012
Facility Rental – 45 th Wedding Anniversary	09/15/2012
Facility Rental – Wedding	09/29/2012
National Night Out - PPCOH Booth	10/02/2012
Opera House Singers Fall Concert	10/07/2012
Bonnie and Clyde Days w/ Speakeasy adjacent to Opera House	10/13/2012
First Annual PPCOH Talent Show (in conjunction with Bonnie and Clyde Days)	10/13/2012
South Lobby Rental - Funck Birthday Party	10/20/2012
Performance Hall Rental – Casselle Birthday Party	10/20/2012
Facility Rental – Quinceanera	11/17/2012
Christmas on the Square – Opera House Booth with Children's Games (PPCOH - Back up location for inclement weather)	12/1/2012
Facility Rental – Casino Night Benefit for Johnny Patterson Handicapped Student Scholarship Fund	12/31/2012 New Year's Eve
Murder Mystery Dinner Theater	TBD
Fall Melodrama	TBD

2013 Calendar / Plan

Annual Membership Meeting	01/15/2012
Love Letters Performance and Dinner (Dinner Theater)	02/09/2012
Fifth Annual Songwriter's Festival	5/18/2012-05/19/2012

Current Committees

Productions – Weldon Bruce
 Promotions – Karen Waltersheid
 Property – Ray Brewer
 Recognition -

Membership – Karen Allison
 Fundraising – Joyce Wood
 Website – Nina Savard
 Restoration – Joyce Wood (chair)
 Howard Kimble, Bob Albrecht

The Opera House Poem

Beneath a skin of steel
Sleeps an Opera House once real
This old house we will revive
To bring our historic square alive
Our talents, coin and sweat we give
So performing arts again may live