

**PILOT POINT COMMUNITY OPERA HOUSE
BOARD MEETING MINUTES**

Tuesday July 16, 2013 at 7:00 PM

P.O. Box 1363, Pilot Point, TX 76258 Web: PilotPointCOH.org 940-686-0737

Rowland Funk, President 214-405-4708

Howard Kimble, Secretary/Managing Director 940-686-0737/817-403-3821

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

- I. **Call to Order** Meeting was called to order at 7:09 by Rowland Funk
- a) **Establish a quorum** – Directors present: Rowland Funk, Lyn Rodgers, Howard Kimble, Shannon Sims, Charlotte Petermeier, Lucas Thompson, and Joyce Wood.
 - b) **Reading of the Opera House Poem** – Shannon Sims
 - c) **Welcome Visitors** – Ray Dane, Karen Allison, Annetta Kimble and Amber Funck
- II. **Public Forum** – No one choose to speak.
- III. **Consent Agenda**
- a) **Approval of meeting minutes from June 18, 2013 meeting** - On motion by Charlotte Petermeier and second by Shannon Sims the minutes were approved as submitted.
- IV. **Updates**
- a) **Opera House Singers – Charlotte Petermeier** - The next concert is planned for late October with “Texas” theme.
 - b) **Summary and discussion on Songwriter’s Festival –All** - Rowland provided a comprehensive report with handout of the Festival results. Attendance was less than last year but the bottom line was best so far because of excellent sponsors. The consensus was that May is a much better month for performers and attendance as in the past four years. Recommendation was to have the Festival on the weekend following Mother’s Day as in the past. Schedule of other area events on the same weekend was requested to be considered. We need to start organizing for this event about six months in advance.
 - c) **Pilot Point Performances: summer theatre comedy event;**
Water and cookies will be served. Tickets are \$10 adults, \$5 children under 12 and \$15 VIP. Flyers were provided. Rachel Rhodes will handle downtown Sanger, Lyn will handle Collinsville, Lucas will handle Tioga, Shannon will handle the 380 corridor and, Howard and Joyce will handle Pilot Point. Sponsors are needed by 7/27. 7/20 and 7/27 are set work days. Charlotte will seek sponsors in Denton.
Fundraiser concert;
Rowland will follow up with Ryan Ready to set date for concert. Timing was discussed further in the Executive Session.
And fall melodrama
Event is planned for October 5, 6, 12&13. We need to coordinate the October 12th offering with the B&C schedule of events and the October 13 offering on Sunday to take advantage of the Catholic Church Fall Festival.

Other production committee updates

Staff T-shirts were proposed for theater events - white and maroon was recommended.

The Production Committee will begin to tag props after the “Insane with Power” performances.

d) Membership – Karen Allison

e) Recap calendar of events – Charlotte Petermeier

Charlotte provided an updated calendar and noted that September 28th is now an open date.

V. President’s Report –Rowland Funk

a) 4th of July Parade

Thanks to John Rodgers for the “Insane with Power” float in support of the Opera House.

b) Fall house cleaning

Rowland and Charlotte will coordinate a house cleaning day in the fall to organize storage areas, purge old unneeded items throughout the facility, centralize supply inventories, etc

VI. Report from Property Committee

Ceiling tiles were replaced in the green room. The storage area of the green room was purged of several old items. The Green room is still in need of painting and pictures added.

We have a new low cost approach for correcting the non-uniform step risers between the levels in the performance hall, missing tiles replacement in the show room, roof repairs, a new entrance door sign, and soiled ceiling tiles replacement in the exercise room.

VII. Old Business

a) Youth theatre camp

Need to start earlier to get the word out. Consider holding camp in the late fall or in the spring while school is in session. It was noted that Tom Thompson had discussed the possibility of doing the camp this fall culminating with a performance coordinated with [Christmas on the Square](#)

Lucas proposed that we support a musical competition. PPISD is trying to get a theater program going. The Opera House could support and offer a venue for a 1 act play.

VIII. New Business

Opera House sign is needed to be visible to traffic on Washington Street.

We have an opportunity to review the Policy Manual used by the Campus Theatre to help in developing our policy manual. Howard will arrange a meeting for Joyce, Rowland and Lyn to review the Campus Theatre policy manual.

IX. Adjourn to Executive Session

a) Review current financial position

The current financial report was approved on motion by Charlotte and second by Lucas.

Rowland recommended we set aside \$750 in Point Bank form the SWF for seed money to launch next year's festival.

A \$1000 loan was repaid to Howard Kimble.

b) **Recommendations for additional Board positions**

The board postponed the decision until August board meeting. Potential candidates discussed include: Ray Dane, Yogi Salas and Denise Morris.

c) **Discuss potential Main Street agreement for B&C festival**

Rowland will prepare a simple contract for Main Street to have a Beer and Wine garden in the paved parking lot at the North side of the Opera House.

d) **Consider other items from Board Members**

The Ryan Ready fundraiser for the Opera House was proposed in September, mid-October or late-October after, or in conjunction with the release of his CD

e) **Reconvene to Public Session**

f) **Report actions of Executive Session**

X. **Adjourn and note that next meeting is August 20, 2013 at 7:00 PM**

On motion by Charlotte and second by Shannon the meeting adjourned at 9:12