

**PILOT POINT COMMUNITY OPERA HOUSE**  
**BOARD MEETING MINUTES**  
**Tuesday October 15, 2013 at 7:00 PM**  
P.O. Box 1363, Pilot Point, TX 76258 Web: [PilotPointCOH.org](http://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** By Rowland Funk at 7:05
- a) **Establish a quorum** Directors present: Rowland Funk, Lyn Rodgers, Joyce Wood, Charlotte Petermeier, Shannon Sims, Howard Kimble and Ray Dane. Directors absent: Christopher Bott and Lucas Thompson.
  - b) **Reading of the Opera House Poem** - Ray Dane
  - c) **Welcome Visitors** - Visitors present: Karen Allison and Annetta Kimble
- II. **Public Forum** No one chose to speak.
- III. **Consent Agenda**
- a) **Approval of meeting minutes from September 17, 2013 meeting**  
Minutes approved by unanimous vote on motion by Charlotte Petermeier and second by Joyce Wood.
- IV. **Updates**
- a) **Opera House Singers – Charlotte Petermeier**  
Concert “Texas Our Texas” will be October 27<sup>th</sup>.
  - b) **Recap calendar of events – Charlotte**  
New Rental for Halloween Party November 2<sup>nd</sup>.
  - c) **Support Baron’s party on October 20 – Rowland and Charlotte**  
Rowland or Charlotte will get new mop and detergent to clean reception hall floor.  
Rowland and Charlotte will coordinate for final cleanup at 4am on the 20<sup>th</sup>.  
Howard will monitor the 19<sup>th</sup> user clean up starting at 1/2am on the 20<sup>th</sup>.
  - d) **Fall fundraiser concert November 9 - Rowland**  
There will be two singers in addition to Ryan Ready – 30-35 minutes each.  
There will be three parts: Music, Intermission (15-20 minutes) with Raffles, and Music.  
We get 75% of the door, raffle items proceeds and concession sales.  
Raffle tickets will be sold at the door.  
Rowland is keeping the records for items to be raffled.  
We have a number of very good raffle items so far. – many very good.  
Additional potential raffle items are in the works.
  - e) **Membership – Karen Allison**  
No new members

**V. Report from Production Committee - Lyn**

- a) **Recap of Summer Comedy** - Net \$1646
- b) **Recap of Melodrama** – Net \$840
- c) **Other** - Lyn plans to have three shows in 2014; In March, a Summer Comedy, and for Bonnie and Clyde Days.  
A teenager theater workshop conducted by Tom Thompson is planned for the spring 2014

**VI. Report from Property Committee - Charlotte**

- a) **Maintenance concerns and cleaning updates**  
Community service folks cleaned up the cement dusty from the work on the performance hall steps. They cleaned the Bar and old Post Office partitions with several applications of Old-English  
A 6 or 8 foot light weight step ladder would be useful for windows and other cleaning. Let Charlotte know if anyone has an extra ladder to donate.
- b) **Fall house cleaning November 2** - Rescheduled for November 16<sup>th</sup>.  
Items to keep may be tagged at any time.

**VII. President's Report**

- a) **Special Recognitions** Thanks to:  
Steve Irick for the weed spray and equipment for weeding and edging,  
Ray and Howard for remounting the Opera House sign at the front,  
Joyce and Rowland for purchasing a vacuum cleaner for the Opera House, and to  
Charlotte and Karen Allison for handling the Opera House booth and games at "National Night Out"  
Lyn and Tom Thompson for producing and directing the fall melodrama
- b) **Appointment of Publicity Coordinator**  
Rowland appointed Charlotte to be the Publicity Coordinator.  
She has already developed an extensive list of media and civic news publications.  
Rowland plans to meet with Donna Sims in Aubrey for help in networking.
- c) **Other Items**  
Rowland signed the Sidewalks grant request at the request of Jeremy Sanders the Main Street director.

**VIII. Old Business**

- a) **Sale of old assets**  
We have accepted an offer of \$150 for the old Distributor Tester and other miscellaneous old auto service equipment. Howard will secure the transaction.

- b) **Policy manual** Lyn is coordinating a time for her, Rowland, Joyce and Howard to visit the Campus Theatre to review their policy manual to help develop our policy manual.
- c) **Other** - We need to be seeking/considering directors for the 3 positions that will be open in January 2014 and for future appointments when needed.

**IX. New Business**

XCW is reactivating their training facility in the back building. Charlotte requested ideas for a booth for “Christmas on the Square” that would be interesting for the kids and support the Opera House.

**X. Adjourn to Executive Session**

- a) **Review current financial position**  
Lyn provided financial summaries for the first three quarters of 2013 and a budget for the 4<sup>th</sup> quarter.
- b) **Bonnie & Clyde contract**  
Jeremy Sanders, Main Street Director, authorized a check to the Opera House for \$250 in consideration for the use of our parking lot for the B&C Days Speak Easy and weather back-up facilities.
- c) **Consider other items from Board Members** – no additional items.
- d) **Reconvene to Public Session**
- e) **Report actions of Executive Session**

**XI. Adjourn and note that next meeting is November 19 , 2013 at 7:00 PM**

On motion by Lyn and second by Shannon the meeting was adjourned at 8:57pm.