

PONDERA ARTS COUNCIL

Board of Directors

August 11, 2015

- I. President Tim Toeset called the meeting to order at 11:30 with a quorum present. Those in attendance were: Phyllis Ann Philipps, Helen Elliott, Sharon Eisenberg, Wayne Reynolds, Dale Sheldon, Alice Garman, Harold Olson, Tim Toeset and Bonnie Flesch.
- II. Harold made a motion to approve the minutes of last meeting. Dale seconded. **MOTION CARRIED.**
- III. Tim began the meeting by reading a statement he had prepared in reaction to comments made by members and expressing concerns about the future of PAC. Discussion followed with positive input from the members present.
- IV. **TREASURER'S REPORT.** Treasurer's Report was accepted.

A final report was given concerning the rhubarb festival. 116 pies were made; 106 were sold.

V. REPORTS

A. Theatre Manager's Report (Report attached)

1. **Movies:**
56 people attended the showing of "To Kill a Mockingbird."
2. **Personnel:** Tim and Sharon attended a meeting with the personnel of the theatre.

A safety program is needed to be implemented for employees at the theatre.

3. **Facilities.**
4. **Website.** Sharon is working with Shelba on the website and new information is added regularly. There is a "members" area which can be accessed with the password PAC 2015. The rental agreement is now on the site.

Comments have been received that the fonts on the site are difficult to read but are difficult to change. There has been good progress with the site. Helen mentioned sending the website information to Arnie Fishbaugh. Wayne requested that the scholarship application be included on the site.

5. Summer Matinees: Summer matinees were discussed. Receipts from matinees were very good. Helen stated she would no longer re-contact donors to send in donations. A plan needs to be in place to receive and check on donations.

- B. EXECUTIVE COMMITTEE. Tim reported on Committee Meeting of July 7th. Tom Buffum will not be asked to be on Board. John McFarland agreed to be on Building Committee and will be Chairman.

Tim also reported on the Committee meeting of August 6th.

Wayne inquired about credit cards being accepted at theatre.

Discussion was held concerning the PAC Board purchasing the domain name ponderartscouncil.org at \$125 for five years. Helen made a motion we purchase the domain name. Dale seconded. **MOTION CARRIED.**

- C. BUILDING COMMITTEE: Kyle Harlan's "Scope of Service" proposal was referred to the building Committee. The Executive Committee referred this to the Building Committee.

1. Fire Protection System. Tim reported on proposed inspection and monitoring system at the theatre. Annual fee is \$1,012. It would require an additional phone line at a cost of \$80 for installation and an additional \$34 per month. The Executive Board recommended the PAC Board accept this proposal. Wayne was present during this inspection, and revealed that the theatre would be gone in 5 minutes in the event of fire.
2. Wayne made a motion to accept the proposal. Sharon seconded. **MOTION CARRIED.**

Documents were received from the City of Conrad which returns the theatre building to the Pondera Arts Council.

- D. MEMBERSHIP/HOSPITALITY COMMITTEE No Report

- E. CONCERTS/PROGRAMS COMMITTEE

1. The Argentinian concert was well received.
2. Helen reported on upcoming concerts: Halladay Quist will perform at the theater on October 11th. Wylie Gustafson will not be able to do the 2016 Whoop-up. He will be performing in Germany.

- F. FINANCE/INVESTMENTS COMMITTEE Harold reported there was no change.
- G. MARKETING/FUNDRAISING/PUBLICITY COMMITTEE
1. Tim reported that the Farmer's Daughter, Joe's Steakhouse and Forklore are getting coupons coming in from movie-goers.
 2. Tim and Wayne will soon begin working on the Newsletter. The Newsletter will also be on the website. Sue Sheldon offered to write articles for the Newsletter.
- H. SCHOOL SUPPORT COMMITTEE No Report
- I. STRATEGIC PLANNING COMMITTEE
1. The Dehumidifiers have been ordered for the theatre.
 2. Sharon and Shelba inspected the floor and the seats at the theatre. Some items need to be painted or repaired.
 3. It was discussed that the PAC needs our own office space. Wayne commented that an office should be in the new addition next to the theatre.
- VI. NEW BUSINESS No new business.
- VII. NEXT BOARD MEETING Date: September 8, 2015
- VIII. ADJOURNMENT Helen made a motion to adjourn Wayne seconded.