

PONDERA ARTS COUNCIL
Board of Directors
October 11, 2016

I President Sharon Eisenberg called the meeting to order at 11:36 a.m. Those in attendance were: Sharon Eisenberg, Alice Garman, Phyllis Ann Philipps, Jan Carter, Harold Olson, Dale Sheldon, Helen Elliott, Bonnie Flesch, Wayne Reynolds, Tim Toeset, Shelba Buffum, and Sue Sheldon.

II Minutes: Harold moved and Helen seconded the motion to approve the minutes of the September meeting as printed. **MOTION CARRIED.**

III Treasurer's Report: Simplex Grinnell has done some work on the fire alarm system but has not sent a bill.

IV Grant Applications: Phyllis has a list of things that we have to complete such as: Tracking Attendance at events, Finding touching stories, Corresponding with Congressmen, showing relevancy for performances - i.e. receptions so audience can meet performers.

Phyllis requested that we conduct a survey about live performances to get input from community.

Other areas to visit - showing a return on investments - we partner with local restaurants; taking photos of audiences before, during and after performances, ADA - improve handicap seating and including symbol on posters; add Montana Arts Council as sponsor on our website.

V Committee Reports

A. Theater Manager - Shelba will obtain quotes for chair reupholstering. If we participate in the Film Festival again we need to do more advertising and request fewer and more relevant shorts.

A question was raised about Closed Caption for movies. Shelba said it is available; she just would need to download it with the movies. She will explore the possibility of Closed Captions. Shelba also mentioned that headphones are available in the ticket booth.

Sue Moss will be resigning in November. Advertising for employees should be done through Job Service, the High School Counselor and including an application on the website.

Parrot Film will shorten the ads before the movies and increase our payment to \$700! (It helps to complain.) Sharon will scan and email the contract to Parrot Film.

B. Strategic Planning - Our membership email list needs to be updated so notification of events can be sent. Congressmen emails will be included.

Our tax exempt status has been approved.

C. Executive - They met on October 5th and discussed grant issues and credit card processing. Stockman Bank has a program to furnish the machine for \$20/month. The machine would be in the ticket booth and connect to the phone line. If swiped the fee is 2.75%; if keyed in - 3.75%. Helen moved and Tim seconded the motion to get a credit card machine for the ticket booth. **MOTION CARRIED.**

Shelba and Wayne will purchase a cash register for the concession stand.

D. Building - Chris Sullivan reported that his vacuum truck would work to remove the ashes. His cost will be less than \$7500.00 at a rate of \$210/hour. Dale will get a written quote from Chris Sullivan. There are probably 100 tons of ashes in the basement.

E. Membership - The membership letter will be prepared in early November.

F. Concert - A list of upcoming concerts has been printed and distributed around the community.

Jan gave the completed Missoula Children's Theatre to Wayne; Wayne sent it in with the \$500.00 down payment.

G. Investments - T. Rowe Price reported that our investment is now \$127,793.00.

H. Publicity - The Newsletter is nearing completion. It will possibly be sent out next week. Tim Toeset announced that he is resigning from the board effective with the conclusion of this meeting. We are sorry to see him go and wish him well.

I. School Support - Jan called Larry Goyette and he stated that Walter Waite approved the story for his mural. Kristi Calvery will enlarge it so the mural can be sealed and put on the VFW building.

The mural for the Drive In is in the process. Kristi is working on the story with the Sutherlands and the art student has been given a 2 week deadline.

J. Classic Movies - Posters are being made by Shelba and will be distributed next week.

VI New Business - All committees are asked to complete their budgets ASAP. Also fund raiser ideas are needed. We have a deficit budget last year and will again the way things stand now.

VII Next Board meeting will be November 8, 2016.

VIII Meeting adjourned.