

The Sudbury Savoyards Board of Trustees

Thursday April 6, 2017, at 7:30 p.m.

Davison Chapel, Sudbury United Methodist Church

Minutes

Attending: Susan Elberger, Laura Jacobson, Tom Powers, Karen Powers, Sue Flint, Hersch Clopper

1.. Secretary report (S. Flint)

- a. General report: Nothing to report.
- b. Approval of March minutes: Motion to approve March 2017 minutes: all in favor.

2.. Treasurer report (H. Clopper): The balance sheet was sent out. Looking ahead, we need to account for rental payments carefully (against show budget or company budget) and need to restructure the budget design to accommodate a whole-organization budget. Mikado playbill: We have hit the budget goal from ads from Mikado; still could get a few more ads in.

3.. Consent agenda: Motion to accept the consent agenda; all in favor.

- a. Costume rentals (D. Roessler): no report.
- b. Equipment/scenery rentals (L. Martin): no new activity.
- c. Theater Liaison (P. Welsh): no report.
- d. Database Manager (J. Ravan): no report
- e. Newsletter (S. Flint): Our spring e-newsletter went out with details about Mikado performances, the annual meeting, election of board members, and *In Memoriam*.
- f. Social media (S. Flint): A "Cast & Crew" Facebook page and Mikado event page have been set up. Invitations to the Mikado event went out this week.
- g. Archivist (A. Roessler): no report.
- h. Company Publicist (A. Roessler): no report.
- i. List Manager (J. Cobleigh): Continuing to monitor and maintain Savoyards and Mikado mailing lists.

4.. Committee reports

- Audit and Finance (H. Clopper): A & F committee has not met this month. The major focus in the near term should be to start a Development Committee.
- Governance (T. Powers): At last meeting we divided the nine seats into thirds. Motion that the assignment of seats is as follows:
 - 3 seats up for election in 2017 (two empty seats and Hersch's)
 - 3 seats up for election in 2018 (Sue Flint, Karen Powers, and Brendon Chetwynd)
 - 3 seats up for election in 2019 (Susan Elberger, Tom Powers, and Laura Jacobson)

Motion passes and in favor.

- Discussion of the election procedure and recruiting new board members:
This year's election; we've got the three regular seats up for election and the "remainder" seat to fill. Do we want contested election? Or do we want present a slate for affirmation by election? We don't necessarily need take open nominations from the floor. But if we don't have enough people to have a real contested election, we don't need to beat the bushes to find someone to "lose." We'll need to have the membership database/list at the meeting to check that everyone is up to date and receive a ballot. Nominees don't need to be members to run, but they do need to be a member to serve as a trustee. This does mean that we could recruit from outside for particular expertise and have them join after the election. We've got 50 paid members at this point eligible to vote (must have paid by May 4th to vote in the annual meeting).

What is our nomination process? Nominate by other members, volunteer, be recruited? Is there a deadline for nomination? Take nominations from the floor? Proxy and absentee voting haven't been formally defined yet.

Duties of the trustees and recruiting: Tom re-worked the description of Duties and Responsibilities for use recruiting nominees. Include a contact list of people to talk to about board work. Include a list of the types of expertise we're looking for? Include a statement of who we are? Laurel Martin is interested in being on the governance committee.

At annual meeting we'll have reports from committees, reports on challenges and new directions. Then recruiting people for committees.

- Location (S. Elberger): Lyn MacLean (Sudbury Historical Commission) says that the town would have to put Carding Mill out to bid, rather than just allowing us to use it. Other leads for new locations: a barn across from the high school and the farm stand "Fairbanks" may have a building that would be useable. Susan will follow up after the show.
- Communications (S. Flint): no additional report. We aim to send a mail chimp announcement next Tuesday and again between shows. Sue will send pictures and video to Karen to make video for Youtube. Call WERS and ask about getting a couple of people on SRO.
- Church Relations (S. Elberger): No further information from SUMC about a lease agreement; they are drawing up an agreement and will have their lawyer look at it before sending it to us.
- Nominating committee: Laurel Martin and Tom Powers willing to be on nominating committee. Laurel or Susan E. can talk to cast about the election and nominating.

5. The Mikado (Tom Powers): 110 ticket have been sold on-line. Some advertising has gone out. Tech work is getting done in different places. Really miss the community of the Saturday tech days, but it does seem to be getting done. Tom Powers is likely to be stage manager and has a friend who will help him get the book together before the show. Rich Olsen is doing sound. We've got a makeup designer. We're not getting good recruitment from the Maynard HS, in part because band/chorus 150 members going to Disney over the vacation. We've got a good working relationship with Maynard High School. We're not allowed to use the genie because we're not staff, so Tom will rent ladders. Hersch would like to get receipts sooner than later. Susan E. has paid rent at the Presbyterian Church and other rehearsal spaces. We're looking for two more stage hands. Peter Welsh has invited people from his church to listen to sitzprobe.

6. Show Selection – need a show selection committee and to develop a process about how to select a show. What criteria? We need to consider "can we afford to do it." Themes? The committee need a

charter. Who is producer? Does the board cycle through as producers? Susan, Karen, and Laura willing to start process of coming up with criteria for show selection.

7. Retreat July 9th. Board chair manages the retreat and the new board chair will be elected on the 6th. It was suggested that the retreat might be put off until later in the summer if the new board chair needs time to get the retreat together.

Next meeting May 4th.

Adjourned 9:40pm