

Opera House Board Meeting – Tuesday June 16, 2015 – 9:00am

Present: President Mary Carel Verden, Paul Lawrence, Jim Borling, Gen Wilberg, John Beutel

Absent/excused: Amy McFarland, Jon Lewis,

Staff: Bill Brehm, Christina Dollhausen

1. The meeting was called to order by President Verden at 9:05 am
2. Moved by Beutel, second by Wilberg to approve minutes of 5/19/15 meeting. Approved unanimously.
3. Brehm presented the Director's report:
 - Kiosk Fabrication is still in the works with hopes to have installed by Catfish or 1st day of ticket sales
 - Booking next season about finished, then marketing brochure compilation including print deadline and mailing. Marketing flyers also to be designed, printed and distributed.
 - 15-16 Catfish line-up finalized
 - 15-16 Membership solicitation going out this week
 - Lots of show contracts and deposits to process in a timely matter
 - Some maintenance to be done still this summer – chair, plaster, regular wear and tear, runner lights
 - Ticketforce box office operating software recently updated, with possibility of having Gift Card swiping ability vs Gift Certificates.
4. Financial report was discussed led by Borland. The 14-15 season is tracking fairly good. Still working with the City to tie our daily reporting/deposits into the City books. Borland has started a gathering information to produce a PNL report (profit to loss) Borling feels things are still tracing well, according to the 'super sheet/season' and will be able to tie into the City Books.
5. Long-term planning:
 - Lewis and Borling are working on meaningfully integrating deposits from the Opera House and the City Books
6. Motion by Lawrence, second by Borling, to adjourn at 9:55am. Motion carried unanimously.

Respectfully submitted,
Christina Dollhausen