

Opera House Board Meeting – March 13, 2015 @ 1pm

Present: President Mary Caryl Verden, Jon Lewis, Amy McFarland, Paul Lawrence, John Beutel, Gen Wilberg, Jim Borland, Mayor Donna Olson

Absent/excused:

Staff: Bill Brehm, Christina Dollhausen

1. The meeting was called to order by President Verden at 1:05 p.m.
2. Moved by Lawrence, second by Lewis to approve minutes of 1-13-15 meeting. Approved unanimously.
3. Brehm presented the Director's report:
  - Janet Hedstrom resigned, but will still be helpful as a volunteer for grant writing
  - Shows are continuing to sell well, handful of sell-outs
  - Safety/emergency procedure manual completed and up to date
  - Working with SOHFA on the July 4<sup>th</sup> Catfish Music Festival
  - Working on booking Fall 2015/Spring 16, as well as working, marketing current season shows.
  - Director has been playing phone tag with kiosk company, doing research on the best fit for our needs. Should be installed by May/June.
    - o Board recommends that we put a policy in place for kiosk content (other businesses wanting to advertise and such)
4. Financial report was discussed, with Lewis' work on the new spreadsheet. Discussion of money brought in from Memberships and Donations should be on a calendar year, not seasonal. Brehm feels the season (Sept-June) will balance out, but on a calendar year – it doesn't balance. He also said the financial picture looked good.
5. Long-term planning/Round Table:
  - Discussion on furthering the success of the past summer's Catfish River festival included getting financial reporting finalized. City's compensation study is going through the steps. Discussion on staff sustainability.
  - A water-based fog machine was used and fancy rock and roll lights in recent show. It went over well, but Director says that kind of show will be a very rare occurrence at the Opera House.
6. Motion by Lawrence, second by Lewis, to adjourn at 2:00 p.m. Motion carried unanimously.

Respectfully submitted,  
Christina Dollhausen