



August 16, 2022, BOT Meeting MINUTES DRAFT

Board of Trustee Members and Executive Director Attendees: Paul Jarboe – President, Kerr Anderson-Vice President, Marcy Hermann-Secretary, Chuck Moeser-Treasurer, Peg Brace - Trustee, Karen Feahr - Trustee, Chris Radu-Trustee, Carly McCall-Trustee, Lindsay Raymond-Trustee, Michael Binstead-Trustee, Laura Ortiz-LaVelle- Recording Secretary, Deb Oetjens Jackson - OTP Executive Director

BOT Absent: Nancy Brick-Trustee

Meeting called to order 5:33 pm

Welcome Guests & Introductions: N/A

Approval of [June 2022 Meeting Minutes](#)

**Motion to approve June 2022 Minutes: Kerr Anderson/Seconded Chuck Moeser.
Motion approved.**

Finance Committee Reports - Chuck Moeser

- OTP is at 7.4 COH, down from 9 but still above the 6 COH goal that board set.
- Remember we would've posted a loss for 21/22 if it hadn't been for SVOG.
- Expense 8570 is depreciation of assets (not a cash expense)

Motion to approve 22/23 budget-Chuck Moeser/Seconded Chris Radu.

Motion approved unanimously

Endowment Committee-Chris Radu

- Endowment spending policy-60/40 allocation can tap into earnings but not principle without board approval.
- Term endowment spending policy-capital money that is utilized for essential facility needs. Must have majority Board approval.
- Investment Policy Statement

Motion to approve endowment policies: Chuck Moeser/Seconded Carly McCall.

Motion approved unanimously.

Gala Committee-Rita Whaley

- The Gala committee has decided to cancel Encore at the OTP. Due to low ticket sales, they felt it was best to cancel for this year. We will re-evaluate for next year.

- If we can open the balcony at the Opera House, all who bought Encore tickets can now go to Gala on September 8th and sit in the balcony. Included with tickets would be hors d'oeuvres, and drinks

Advancement Committee-Carly McCall

- Carly will be meeting with Deb in a couple of weeks.
- There is no Board Bash scheduled for this year, however Trustee comp invites are still available.
- Trustees are encouraged to use their comps to bring in potential sponsors, volunteers etc.

Nominations & Bylaws-Karen Feahr

- Karen has been speaking with someone who has expressed interest in joining the board.

Executive Director Report-Deb

- The Artistic Committee has asked for conflict resolution training, to fund this training we will be applying for a MACC mini grant in the amount of \$1500.

Resolution to submit MACC mini grant application: Michael Binstead/Seconded Marcy Hermann Motion approved unanimously.

- Strategic Plan Update: additional focus is needed in the volunteer recruitment & mentoring. Deb will be meeting with the Tech chairs in the coming weeks.
- Woman in Black has been canceled due to the licensing agency rescinding the license. Phil will be working with Aria (Woman in Black Director) to see what else she is interested in directing.
- Sponsors for this season are as follows:
 Season-Front Street Insurance
 Murder on the Orient Express-Jarboe & Pheil
 SpongeBob- Reynolds Jonkhoff Funeral Home
 Weekend show sponsor-Opening weekend of Murder on the Orient Express-Edward Jones: Greg Williams.
 We are still looking for Sponsors for the remaining shows.

Old Business:

- Vaccination policy will continue this season, masks required for those not vaccinated.
- We will not require proof of vaccination at this time.

New Business:

- Paul asked if the board was satisfied with the meeting schedule/time. If they are wanting to change anything or continue via zoom to please email him for discussion.
-

Adjourn: Motion to adjourn: Kerr Anderson/seconded Chuck Moeser Motion carried.

Meeting adjourned 6:42 pm

Next Meeting -September 19, 2022, 5:30 pm