

Draft Minutes of the Friends of Plainfield Town Hall Opera House Board (FPTHOH) meeting for May 17, 2021

In attendance were board members Dave Strong, Tom Blachly, Lori Stratton, Keith Swann, Sarah Harding, Jesse Clayton and Kathy Light

President Swann called the meeting to order at 6:42 pm

Approved following agenda:

Approve minutes of April 19th meeting

President's report

- update on stage lighting project
- status of our proposals to Select board for 5/19
- status of plans to reopen the Town Hall Opera house

Treasurer's report

- status of the budget which ends June 30

Program Committee report

- summer performance series update
- sponsorship letter
- publicity

Secretary's report

- planning for the first annual meeting in two years (which includes a "thank you" to FHF donors)
- vacant board member positions

Other business/next meeting

Adjourn

Accepted minutes of April 19th meeting with some amendments (in approved minutes)

-President's Report

Keith talked to Dark Star. Their quote comes close to what Production Advantage gave us. They want to meet next week to discuss the job.

Keith will attend the next Plainfield Selectboard meeting. The proposal with FPTHOH will be discussed. Keith suggests we propose starting a contract July 1st, when hopefully town Hall is open. Dave suggested having a whole discussion with them to negotiate the contract. Keith will check that the proposal issue is on the agenda for the next SB meeting, May 19th. Sarah agreed that we are not prepared to talk about details at this time and that we should have a focused discussion at a separate negotiating meeting. Jesse suggested we should first see if there is interest among the SB members.

According to the Governor's plan, by July 4th, there will be no COVID restrictions pertaining to public gatherings.

-Treasurer's Report-

There is \$150 more than last meeting/month. The budget goes from July to the end of June. Dave asked for a budget for the next fiscal year, starting from July 2021. Jesse will send out a rough draft of a budget next week. There will be a budget covering operating expenses and another budget covering the concert series.

-Program Committee Report-

Kathy reported that we are waiting for specifications from Dave Keller for his stage. The pavilion is too short for him. We can use our risers to make a stage and will need a canopy. Pavillion/shelter can be used as staging area since the electricity runs from there. Posters/flyers should go out more than a week before the first performance. Dave will work with Steve and Kathy about getting sponsor letters out as soon as possible. Sponsors need to respond by June 5th to be listed as sponsors on the poster. The fund raising campaign needs to raise \$2,000 (instead of originally proposed \$1500) to cover artists' fees and publicity costs. It was decided not to try to get matched donations at this time. Dave volunteered to compile a list of about 50 local businesses to solicit. The concert series will be publicized as a joint effort between the recreation committee and FPTHOH. Jamie Spector said she will represent the recreation committee, and her name will be on the fundraising letter. Keith will represent FPTHOH. Kathy and Steve will publicize the concert in Front Porch Forum, Times Argus and other media.

Corresponding Secretary's Report-

Dave reported that there was no annual meeting last year. The meeting this year will follow the Craftbury Chamber Players concert on July 17th. The concert is from 4:00 pm to 5:30 PM, and the annual meeting will be at 6:00 PM. The announcement for the annual meeting will include a statement about membership to read " Any membership fee paid during 2021 and before will be considered an annual membership fee for the purposes of the annual meeting held on July 17th, and the membership will expire after the annual meeting. This will allow people to get all membership benefits and be able to vote as members. There are 5 vacant positions on the Board as of July 2021. At the June meeting, members should announce if they want to stay on the board or not. During the first meeting after the annual meeting, officers will be elected. The following terms will expire: Kathy and Keith end July 2022; Jesse, Dave and Tom end July 2021, Lori and Sarah expired July 2020.

Dave suggested a separate meeting to celebrate Full House Fund success.

Other business-

Floors have been refinished in PTHOH. The last time they were taken care of was 20 years ago.

-Next Meeting: June 21, 2021

-Adjourned 7:34 pm

Respectfully submitted by Lori J. Stratton, July 17, 2021