

Portal Players Dramatic Society
Board of Directors Meeting MINUTES
Monday, March 3, 2014, 7 pm in the Lounge

Present - Brent, Cody, Irene, Peter (no quorum yet).
Late Arrival - Carrera at 7:10 pm, quorum achieved.

Guests - Gittan Klemetsrud and Scott Lowe

- 1) Call to Order at 7:08 pm by President Brent.
- 2) Adopt agenda: **Cody, CARRIED.**
- 3) Adoption of February minutes - tabled to next meeting.

Presentation #1 - **Gittan Klemetsrud** regarding 2014's Santa Lucia event. She has been requested to do this event annually. Written proposal submitted. *Note to have the requested November 29, 30 and December 1st date options for approval on the March agenda.*

Presentation #2 - **Scott Lowe** - regarding his original proposal for Jeeves and Bloom. **Cody/Carrera "to accept Scott's proposal to produce Jeeves In Bloom as our Festival entry in the 2014-2015 season" CARRIED**

4) Correspondence - none

5) Treasurer's Report - Brent circulated the January reconciliation report. Brent reported that a new chart of ledger accounts is being developed for the new fiscal year and season in order to improve accuracy of financial reports. *A policy must be developed regarding end-of-shift cash handling (counting cash, 2nd person oversight, etc.) - note for agenda item on next meeting.* **Cody/Peter, "to adopt the Treasurer's report." CARRIED**

6) President's Report - Reported on staffing, all is going extremely well.

7) Old Business

- 2014/2015 Season - Cody read out Derek's e-mail regarding Uncle Vanya. Discussion about the following season (2015 - 2016) ensued. It was noted that next season, 3 plays + one acts + hosting Festival will be a lot of work for PPDS to do. Uncle Vanya could be offered the season-opener slot in '15/'16. Cody and Brent to get together and set tentative dates for next season on the calendar.

Motion: Cody/Irene "to approve our 2014/2015 season as follows:

- Season Opener: Woman In Black

- Musical: Seussical, The Musical

- Festival: Jeeves In Bloom

- One Act Series in Summer

(Performance Dates & Other Details to be confirmed)"

CARRIED.

8) New Business

a) pricing required on the green room drywall repair & solution for roof drainage. Approval given to acquire estimates on these projects.

9) Reports - none.

10) Next board meeting: Monday, April 7 at 7 pm in the Capitol Lounge

11) Adjournment at 8:35 pm.