

Opera House Board Meeting Minutes: Tuesday, Jan. 15, 2019 10:00 am

Present: Mary-Carel Verden, Jim Borling, Bill Brehm, Mayor Tim Swadley, Paul Lawrence, Jon Lewis

Absent: John Beutel, Tass Johnson, Gen Wilberg

Staff: Nicki Dowland, Victoria Flynn

1. The meeting was called to order by President Verden at 10:09 am.
2. Motion to approve 12/11/18 minutes. Passed unanimously.
3. Director's Report presented by Brehm 10:10 am:
 - a. It's winter break, time to complete Opera House projects.
 - b. All 2018 deposits have been made.
 - c. We have an office available to us on the first floor. We plan to open a coat check and snack/gift shop by the start of February shows.
 - d. We have permission to use the Mayor's office for meet and greets with artists.
 - e. We would like to have premium cushion rental available by the end of February.
 - f. The new City Hall offices won't be available before April.
 - g. We may need to create a sub-committee of the Board to talk about new space use.
 - h. Working with SOHFA to create a new business plan & looking at what other opera houses have done.
 - i. We recently located a business plan for the Opera House from 17 years ago that provides a useful perspective.
 - j. There are no expectations for added financial responsibilities in this fiscal year.
 - k. There are many pieces to look at going forward with the opening space such as staffing, maintenance, and facilities. All options are still on the table.
 - l. It would be beneficial to expand bathrooms, green rooms, add a production office, etc.
 - m. Motion to schedule a special planning meeting in early February by Lawrence. Second by Borling. 10:26 am
 - n. A full page, color ad with be going on the back of the Isthmus in the coming weeks.
4. Financial Report presented by Borling, 10:30 am:
 - a. Memberships are up
 - b. There are still many tickets to sell.
 - c. Overheads are lower than last year.
 - d. Ticket sales need to increase to make our \$100,000 profit.
 - e. Tom Sharpe needs to sell many more tickets, but we're feeling optimistic.
 - f. Motion to accept Treasurer report by Lewis. Second by Lawrence. 10:45 am.
5. SOHFA Report presented by Lewis 10:46 am
 - a. Meeting for the election of officers today at 11 am.
6. Motion for President to set special planning meeting by Lawrence. Second by Lewis. 10:50 am.
7. President Verden moves to adjourn. Approved unanimously. 10:54 am.

Respectfully submitted,
Victoria Flynn