

## Opera House Board Meeting Minutes: Tuesday, June 16, 2020 10:00 am via Zoom

Present: Mary-Carel Verden, Bill Brehm, Paul Lawrence, Mayor Tim Swadley, Genevieve Wilberg, John Beutel, Jon Lewis

Absent: Lisa Reeves, Jim Borling

Staff: Victoria Flynn

1. The meeting was called to order by President Verden--10:05 am.
2. Motion to approve May 19, 2020 Minutes by Lewis, second by Lawrence—10:07 am.
3. Director's Report, Brehm—10:08 am.
  - a. September shows are unlikely for the 2020-21 season. Dane County just entered Reopening Plan Phase 2 with a 50-person capacity limit. Phase 3 has a 100- person indoor and 250- person outdoor capacity limit. Phase 4 requires widespread control of the virus such as a vaccine and will allow full opening.
  - b. Brehm is working with agents to confirm postponement dates to the spring 2021. Some have asked to move to fall 2021.
  - c. Improvements on the first floor are ongoing.
  - d. We're working on a marketing plan that will allow for multiple scenarios.
  - e. Brandi reprioritized her goals and has left the Opera House to work freelance. We now have an open full-time staff position. We're looking at job descriptions and working with H.R. and the Mayor to get that done.
  - f. The Sneak Peek is not out yet due to the changing schedule.
  - g. The ticketing system is moving over to Etix. We need to make sure we're not losing any data in that process.
4. Financial Report, Brehm—10:20 am.
  - a. Show profit and loss is at zero due to reschedules and cancellations.
  - b. Brehm will be speaking with Borling regarding customer credits and donations.
5. SOHFA Report, Lewis—10:25 am.
  - a. The remodeling of the first floor space is slowly coming along.
6. Move to adjourn by Lawrence, second by Lewis—10:34 am.

Respectfully submitted, Victoria Flynn