

Opera House Board Meeting – Tuesday September 15, 2015 – 10:00am

Present: President Mary Carel Verden, Paul Lawrence, Amy McFarland, Jon Lewis

Absent/excused: Jim Borling, John Beutel, Gen Wilberg

Staff: Bill Brehm, Christina Dollhausen, Mayor Donna Olson

1. The meeting was called to order by President Verden at 10am
2. Moved by Lawrence, second by Lewis to approve minutes of 8/18/15 meeting. Approved unanimously.
3. Director's report presented:
 - Ticket sales continue to be strong for shows this fall and even into next spring
 - Kiosk installation complete. We're just beginning to learn kiosk software for creations of our slides and pictures that we want to present.
 - Gearing up for our first show for Fall 2015 – Dar Williams: Cleaning theater and organizing backstage, marketing, making programs, scheduling staff and ushers, etc...
 - The Electronic Ushering Sign-Up was implemented this season.
 - Pest control people came in. Bat – yes, Mouse – no. There was a suggestion regarding building a bat-house to redirect the bats out of the building.
 - Working on grant to assist in funding: Hearing aide loop, shades, seat repair, plaster, runner lights, woodwork
 - Administrative work continues – contracts, deposits, final guarantee checks, cc allocations, advancing, pre-planning.
 - Future marketing plans to work more with WPR, WOLX, Northern Public Radio, Isthmus, etc...
 - Box Office Hours are now Tuesday through Friday 9-430 and showdays, of course.
 - Director mentioned we would like a dressing room update – including some comfort fixes, i.e. chair, futon, maybe a rug. A possibility for a fundraiser – Dressing Room Remodel Fundraiser
 - Also, the Opera House is in need/want of 10 radios for communication through-out the building during shows and/or in an emergency
4. Financial report was discussed. The City budget process continues on. The ongoing compensation study has come back with results and an analysis for City employees. Tickets sales/memberships are looking good so far. We are continuing to work on a long-term solution that will set the stage for understanding OH/City Books to be in sync. Borling feels we will soon be able to tie into the City Books.
5. Continuing discussions of relationship with SOHFA, Gift Cards, web page improvements, fundraiser ideas, marketing, 2015 Catfish Music Festival report, and 'in gratitude sign' for Vorndran
6. Motion by Lewis, second by Lawrence, to adjourn at 11:10. Motion carried unanimously.

Respectfully submitted,
Christina Dollhausen