

Board of Governors Meeting Minutes February 11, 2008

Members Present:

Dave Bremer
Jack Calvert
James Hannigan
Dennis Hudson (C)
Patricia Huth
Andrea Imes
Katie Pecis (S)
Sandra Rasnak (VC)
Denny Wise

Others Present:

Marjorie Heffernan (Rec Sec)
Ed Wavak (Treas)
Bonnie Hilton
Debbie Phillips
Lou Schauer

Staff Present:

Thad Hallstein (TD)
Bill Hammack (MD)
Jack Phillips (AD)
Leslie Price (CTD)

Chairman Dennis Hudson convened the meeting at 7:30 pm.

The **agenda** was adjusted to reflect the movement of Bonnie Hilton's presentation to an earlier position, and then adopted.

The **minutes** were amended:

1. Thad Hallstein's Report – delete phrase “with a cost not to exceed \$4000.00”.
2. Andrea Imes' Report – typo in word “plot” change to “plat”.

Minutes were accepted as corrected. **M** Jim Hannigan, **S** Dave Bremer, **P** unanimous

Ed Wavak (Treasurer) presented the finalized statement for November 2007. The November statement was accepted. **M** Jim Hannigan, **S** Sandra Rasnak, **P** unanimous

The **Treasurer's** December Statement include the activities through the end of the year. \$50,000.00 was being held temporarily until the TWS Foundation received approval (from the IRS) to accept IRA funds. Those funds will be “backed out” and into the Foundation. The BOG accepted the December statement. **M** Denny Wise, **S** Jack Calvert, **P** unanimous

Also accepted was the Budget & Finance YTD numbers. **M** Denny Wise, **S** Jim Hannigan, **P** unanimous

The Treasurer strongly suggested that the liaisons should contact their chairs to prepare and submit budget-anticipated requirements for the next season.

Jack Phillips (AD) will welcome several high school groups for the Wednesday dress rehearsal and for a discussion of “Antigone” after seeing the play.

MS4 cast and crew have had their first meeting and MS5 is being cast, with early letters going out to form the “family” first.

Bill Hammack (MD) reports that MS3 sold very well (3000 seats). Patty Duke Fundraiser showed a profit of \$9400 and the “Cabaret” (the 2nd Saturday special in the Cattell) had about 75 people in attendance (at \$10). Bill also reported that he has been working with the Western Springs Economic Development Committee for the mutual benefit of TWS and village businesses.

Leslie Price (CTD) will offer a makeup “snow” day on a Friday.

Bill Hammack reporting for **Thad Hallstein (TD)** - A rental rate card will now reflect the inclusion of pipes and drapes at \$100.00. It will cost an additional \$100.00 if our staff does the work of hanging. Bill also reported the quilt raffle sold \$2400 worth of tickets (MS2, Holiday & MS3) for a profit of \$1638.00. A more generic quilt, rather than a holiday motif, it was greatly admired and enthusiastically sold by Carol Clarke and helpers.

Bonnie Hilton spoke to a situation that should be amended by establishing guidelines for the PSCC. Enforcement of the traditional expectation should ensue, that if an actor has significant on-stage time over a few years, that person will give back to the theatre, time (commensurate with stage-time) in areas such as a production chief, SM or ASM, fund chair or other major contributions and or responsibilities. She further offered the suggestion that unless the BOG can provide organization and chair people, fundraisers will be difficult to produce. Patricia Huth (liaison) and Sandra Rasnak will meet with the PSCC to discuss the issues.

“**Cabaret**” headed by Joe Savino and presented the second Saturday of MS3 (30 minutes after curtain) was a success. There was a request to allow drinks to be brought into the Cattell Theatre, but the BOG rejected it.

Denny Wise moved with a second from Jim Hannigan that the main front entry to the theatre for the purposes of ADA compliance project, be a fully enclosed structure from the public sidewalk to the main entrance of the theatre. Discussion was held. The motion was passed with 7 in favor and 1 against.

Andrea Imes, ADA Contract Administrator, presented three architectural proposals, most with a breakdown of projected expense (copy of the proposals attached), for the above passed motion.

The three submitters with proposals are as follows:

1. Studio One - \$14,750 & \$2,000 & no construction prices.
2. Dahlquist & Lutzow - \$44,400 to \$49,400
3. Baranski & Hammer - \$21,400

Denny Wise moved with a second from Jack Calvert that the bid submitted by Baranski & Hammer in the amount of \$21,400 be accepted. Additional discussion was held. The motion was passed unanimously to accept the bid submitted by Baranski & Hammer in the amount of \$21,400.

Leslie Price (TD) voiced her serious concerns about the construction process impinging on the 400 children about to sign up for summer camp. Real concerns of space, entrance and exits, fire safety, noise, productions with adults attending, and children’s protection. TWS must have a summer camp every year – financially imperative - we cannot dispense with this very special activity. The reality is, we cannot ever cancel the summer camp, so some accommodation must be arranged to preserve and protect all persons in TWS – children, Actives, patrons and staff.

Debbie Phillips has begun the work of the July 19th fundraiser “Taste of the Arts”. Peggy Solick will co-chair and they have already established committees to help develop areas (restaurant, auctions, sales, pr, etc). This event will also herald the 80th anniversary of the founding of TWS.

Dennis Hudson reported that he had a conference with Karen Holbert, Chair of the 75th gala regarding her recommendation for disposition of the \$40,000 net proceeds. She was shown an initial rendition/photo of an enclosure from the sidewalk to the main entrance of the theatre. She was in favor of such an enclosure and found not objection.

Jim Hannigan moved with a second from Sandra Rznak to have the \$40,000 which represented the proceeds from the 75th gala from the general account to the ADA account. Discussion was held. The motion passed unanimously.

Katie Pecis reviewed items she noted from the Town Meeting of January 27, 2008. Several of these have been, or are being, seen to.

Ed Wavak, in conjunction with the B & F will develop future ticket rates for subscriptions. He suggests that all fundraisers should be listed in the annual brochures.

Dennis Hudson listed the BOG Nominating Committee - Linda Roberts, Katie Pecis, Denny Wise, Marjorie Heffernan, with himself as chair of the group.

Sandra Rasnak will hold a brainstorming session next month tba.

The meeting was adjourned at 9:48 pm. **M** Denny Wise, **S** Jim Hannigan, **P** unanimous.

Respectfully submitted,

Marjorie Mason Heffernan
Recording Secretary

MMH/js