Present: Eric Fitzgerald, Wendy Bullock, Douglas Meares, Dawn Garibaldi, Kelly Morgan, Leon Duran, Sasha Stevenson, Helen Murray, Beau Bisson
Absent: Jeffrey Johnson (excused)
Guests: Thomas Terpening

I. CALL TO ORDER
   a. Introductions and Attendance – Eric Fitzgerald, Chair
   b. Tomfoolery – Opening September 18, 2020
      i. Helen gave some background on Tom Lehrer, the composer of the Fox opening show, Tomfoolery

II. UNFINISHED BUSINESS (0:05)
   a. Volunteer Hours
      i. Members were instructed to email their hours to Beau Bisson
   b. August Minutes
      i. Motion to approve: Douglas Meares
      ii. Seconded by: Wendy Bullock Unanimous
   c. Adopt a Show: Queens Girl in the World, opening March 12, 2021
      i. Dawn volunteered to provide the opening night gift basket for “Queens Girl”. All shows are now covered for the season.

III. NEW BUSINESS (0:20)
   a. Introduce Board Applicant: Thomas Terpening III
      i. Thomas introduced himself to the board
   b. Q & A with Board and Staff
      i. Board members had a chance to ask questions and introduce themselves
   c. Contact Council Members
      i. Wendy discussed the need and importance of staying in contact with their council members that represent their Ward
      ii. Suggestion to reach out to council person in advance and ask for a few minutes on the agenda to make a presentation
   d. Board Recruitment
      i. Discussed need for recruitment to fill out board
      ii. We currently have 8 confirmed board members, 1 current applicant
      iii. Board can have a total of 15 members
   e. Mission Statement
      i. Eric suggested that the Board should have their own specific mission statement to help give a general sense of direction for Board

IV. ITEMS FROM THE EXECUTIVE PRODUCER (0:15)
   a. Tomfoolery just finished tech weekend
   b. Still trying to work out an agreement with Actors’ Equity
      i. Working non-union for current production and operating on a show-by-show basis
   c. Beginning casting for Black Nativity currently
d. Tomfoolery opens Friday, Sept. 18th

f. Cultural Services has a new budget coordinator

g. Discussed ticket sales for show – and we are optimistic, all things considered

V. FUNDRAISING (0:20)
a. Seat Sponsorship Campaign Discussion
   i. Eric is looking for volunteers to begin some research with other theatres
      that may have recently done a similar campaign

b. Year-End Campaign
   i. Helen discussed a year end appeal or letter writing campaign from Board

c. Other Ideas
   i. Eric asked for Board members to share social media posts
   ii. Sasha proposed

VI. ITEMS FROM THE MEMBERS (0:15)
a. 501(c)3 Update (Dawn)
   i. Dawn and Helen gave some background info on the non-profit
   ii. Bridget King (former Board member) and Dawn with be the two
       registered agents for the Corp.
   iii. All paperwork is filled out and just about ready to be filed

b. Cultural Affairs Commission (Douglas)
   i. Douglas gave overview of operational and project grants offered via CAC
   ii. Given COVID, they’ve added some leniency to grant project completion
      deadlines

VII. BOARD DISCUSSION OF NEW APPLICANT (0:15)
a. Motion to approve Thomas Terpening: Dawn Garibaldi
b. Second: Douglas Meares Unanimous

VIII. NEXT MEETING – October 12, 2020, 6:30 p.m.

IX. ADJOURNMENT – 8:03pm

Eric Fitzgerald, Board Chair

Beau Bisson, Staff Liaison