

Theatre Workshop of Nantucket Annual Meeting

October 16, 2017, 9:00 a.m.

Nantucket Police Department Building, 4 Fairgrounds Road

President Susan Lucier called the meeting to order at 9:02 am. Those in attendance and constituting a quorum were:

Directors: John Copenhaver, Anna-Karin Dillard, Nina Duchaine, Jane Forman, Ellie Gottwald, Susan Lucier, Fritz Michel, Chris Mortenson, Marianne Moscicki, Jennifer Oberting, Maria Roach, Terry Schubach, Judith Seinfeld, Les Silverman, Lisa Soeder

Theatre Council: Carole Beller, Kathryn Garre-Ayars, Victoria Girvan, Susan Crehan Hostetler, Jan Purdy Metcalf, Peggy Kaufman, Jeff Lucier, Linda Mason, Joanna Roche

Staff: Justin Cerne, Artistic Director; Trich Wages, General Manager; Emily Glazier, Production Manager

Artistic Director Emeritus: John Shea

Approval of Minutes and Notes Posted on the Portal: Lucier

MOTION: (Soeder) To approve the minutes of September 26, 2016, and September 1, 2017 meetings. Seconded and passed unanimously.

Susan explained that formal board minutes were not kept for board meetings held on April 24, 2017, June 24, 2017, July 21, 2017 and August 7, 2017. All we have are brief notes taken at these meetings.

MOTION (Duchaine): To acknowledge and approve these notes. Seconded and passed unanimously.

Governance and Nominating Committee Report: Schubach

MOTION (Mortenson): That the following individuals be nominated to serve as Directors for a 3-year term expiring in 2020. All seconded and passed unanimously.

- Maria Roach
- Nina Duchaine
- Beth English
- Jennifer Oberting
- Ellie Gottwald

MOTION (Duchaine): That the following individuals be appointed to serve on the Theatre Council for a one-year term expiring in 2018. Seconded and passed unanimously.

- Elizabeth Bagley, Jim Bennett, Chris Bloom, Jason Bridges, Kate Brosnan, Anne Fitzpatrick, Kathryn Garre-Ayars, Victoria Girvan, Susan Hostetler, Jan Purdy Metcalf, Jill Karp, Peggy Kauffman, Linda Mason and Joanna Roche, Carole Beller and Jeff Lucier.

Marilyn Lane has agreed to join the Board. Information about her will be sent prior to December Board meeting.

President's Remarks: Susan Lucier

- Susan recognized departing Board members Amy Fahrenkopf and Duncan Will, departing Council members Michelle Holland, Amy Guidi, Sara Boyce, Robert Sarkisian, and Mark White and thanked them for their contributions to TWN.
- Mark White recommended formally recognizing former Board members Frank Morrell and Barbara Elder as Directors Emeritus. A formal resolution will be made at the December meeting.
- 100% of Board members and most Council members have committed to give extra financial support to TWN. Over \$65,000 has been collected so far. Susan offered heartfelt thanks for everyone's extraordinary generosity.
- The Portal now has an updated contact sheet and a schedule of 2018 Board meetings. Instructions for accessing the portal will be sent. Committee assignments coming soon.
- Duties & Responsibilities for Board and Council were distributed. Annual dues increased to \$5,000 for Board and \$2,000 for Council. Susan asked everyone to sign their copies and return them to Terry at their earliest convenience.

Artistic Director's Report: Justin Cerne

- Justin was pleased with the quality of the production of *Who's Afraid of Virginia Woolf* but not ticket sales.
- Rehearsals for *Sound of Music* begin next week, and advance sales look good. He encouraged everyone to talk about the show around town and emphasize the fact that seven local kids are in the cast, alongside Broadway actress Mollie Vogt-Welch as Maria.
- New sound system will not be installed in time for *Sound of Music*. We will rent microphones for \$4,000. Justin asked if anyone would be willing to underwrite the cost.
- The 2018 season will be announced soon with the first play opening in June.

Development Report: Jeff Lucier

- We need to refocus on fundraising. Only 30-33 percent of our revenues are earned via ticket and ad sales. The remainder must come from donations. We need to be more aggressive in all categories: offer the Producer Appeal to more prospects; grow the number of foundation grants we apply for; sell sponsorship packages to

local businesses; and go after more major gifts. Board members can help by submitting prospect names in all categories.

- We can improve our performance in all three phases of fundraising—cultivation, solicitation and stewardship. We need to make more “asks”; thank our donors in a more timely manner; and keep them better informed of our progress (e.g., via a quarterly e-newsletter).
- Maria will host a “friendraiser” for TWN in Palm Beach in February. The goal is not to ask for money but to inform the guests about TWN, mingle and have fun. It will be a great cultivation opportunity.
- Maria and Terry will again co-chair our summer gala event. Justin is working to attract a Broadway star as a headliner.
- The Annual Appeal is underway. Trich said those who wrote personal notes will be updated weekly on donations received.
- Kathy Garre-Ayars has agreed to help with expanded outreach to foundations. She and Trich will work together to identify new prospects and submit proposals. Susan encouraged Board and Council members to volunteer to help.
- The Community Foundation’s ReMain Nantucket Fund has generously awarded a \$50,000 challenge grant to TWN. Many thanks to Chris for securing this grant. If we can raise \$50,000 before December 31, 2017, all donations (except those from Board and Council members) will be matched dollar for dollar.

Treasurer's Report: Chris Mortenson

- ReMain only gives through the Community Fund. Annual Appeal gifts will count. A notice about the challenge has been posted on our website with a donation option when ordering tickets. During the run of *Sound of Music*, Justin will announce it in his pre-show remarks.
- Chris presented his cash flow projections. We are in good shape through yearend but we need to raise \$300-\$400K to get us through May of 2018.
- We still do not have current year financial statements, but the 2016 audit has been completed and should be available soon. We are in the midst of budget meetings and making progress. The goal is to present the 2018 budget to the Board at the December meeting.

Adjournment

MOTION: (Mortenson) That the meeting be adjourned. Seconded and passed unanimously.

Executive Session

The meeting moved into an Executive Session of the Board.