

Theatre Workshop of Nantucket
Board of Directors Meeting
Friday December 6, 2019
Nantucket Police Department, 4 Fairgrounds Road

Directors present: Amber Cantella, Beth English, Jane Forman, Ellie Gottwald, Susan Lucier, Chris Mortenson, Maria Roach, Linda Mason, Lisa Soeder

Directors on the phone: Nina Duchaine, Helene Patterson, Terry Schubach, Elaine Schwartz, Jean Doyen de Montaignou

Council member present: Victoria Girvan

Council members on the phone: Kathy Garre-Ayers, Les Silverman

Staff present: Artistic Director Justin Cerne, Managing Director Bethany Oliver, Artistic Director Emeritus John Shea

Welcome and Call to Order: Board President Susan Lucier called the meeting to order at 9:04 a.m. Roll call was taken by Clerk Ellie Gottwald.

Approval of Minutes of the October 7, 2019 board annual meeting: Upon motion duly made and seconded, the minutes were approved by unanimous vote.

President's Remarks

- Susan noted that during our annual election of officers, she forgot to mention that, in accordance with the Bylaws, Terry Schubach, chair of the Nominating and Governance committee, was appointed to the Executive Committee
- She reported that gifts have been delivered to departing board members—a framed print of a beautiful painting of Bennett Hall done by Ellie Gottwald. A Thank You letter was included on behalf of the board. Thank you, Ellie.
- Justin, Bethany and Susan are working on a calendar of meetings, to be distributed soon.
- Board packets are being prepared and will be mailed in February.
- Susan thanked everyone for their time and effort writing personal notes for the Fall Appeal, our last fundraising project of the year.
- Susan reported that the Strategic Plan Project Team met with David Mallette on October 7th. We formulated 4 strategic goals and set task forces around each one. Following David's advice, each task force will draft 5 or 6 primary objectives under its respective strategic goal. The objectives should be measurable—i.e., susceptible to evaluation of progress toward being achieved. The goals:
 1. Achieve Financial Sustainability
 2. Create a repeatable holiday production & enhance community engagement and education
 3. Strengthen governance and operations
 4. Explore organization rebranding

Our next meeting with David is scheduled for January 17th, at which time we will review all of the work of the task forces.

- Susan noted that the 2020 budget isn't quite ready to bring to the board. A special meeting will be held early next year to review and approve the budget. One of the biggest factors in creating the budget is the choice of shows. After four meetings to review and revise Justin's and Bethany's budget proposal—which included a mid-summer production of the musical *Little Shop of Horrors*—the Budget Committee approved their excellent final version. We were ready to recommend it to the Executive Committee prior to presenting it to the full board at this meeting. But this week, a new development made us pause. Justin was notified that the rights to a different musical were granted to TWN. He now has to decide whether to do that instead of *Little Shop*, and if so, he and Bethany will have to rework the budget to reflect the changes it presents.

Artistic & Managing Directors' report

- Justin reported that the Small Professional Theatre (SPT) contract with Actor's Equity has been signed. It is a 3-year agreement.
- There was some discussion about whether to make our SPT status a "big deal" announcement or let it roll out with various other information that TWN releases. It was agreed that we do not want to make this a big splash.
- Justin said that work is proceeding on the new website. It is funded by an anonymous donor, and we should expect a rollout after the new year.

Benefit Committee report

- Maria reiterated that the 2020 Benefit is scheduled for July 12 at the White Elephant.
- Will Steele will again underwrite the decorations.
- We are looking to grow our Host Committee so we need Board members to give us names of potential members. Host Committee members will talk up the Benefit and purchase tickets.

Treasurer's report

There is still work to be done to meet our annual budget goals, especially with the Fall Appeal and ticket sales for Matilda. As of the September financials, we were still waiting for a detailed report about MusACKal earnings.

Adjournment

Upon motion duly made and seconded, the meeting was adjourned at 9:50 a.m.

Respectfully submitted,
Ellie Gottwald, Clerk