



November Board Meeting Minutes

Tuesday, November 19, 2024 at 7 p.m., Mapleton Hall

Attendees: Jerry Zalewski, Martha Zalewski, Jason Fregeau, Rissa Fregeau, Renee Bouldin, Dana Ring, Bradbury Stearns, Jonathan Hebert, Dorrie Mitchell, and Mary Fernandez-Sierra

Absent: Hanna Madler

Guests: Mark Proulx, Playreading Committee Vice-Chair, Nicole Murray, Playreading Committee Member

Renee called the meeting to order at 7:05 p.m.

Secretary's Report - Renee Bouldin

Business handled via e-mail during the previous month -

- The Board voted to approve the October 2024 meeting minutes

Discussion of Proposed 2025-2026 Season - All

The Board discussed the proposed 2025-2026 season and determined which shows were accepted and which we would like the committee to revisit.

Discussion of PRC Issues- All

The Playreading Committee is interested in understanding the Board's directives and priorities for future seasons and thus recommended additional contact and clarification to the entire group. Additionally, Bob Williams is officially stepping down as chair, the committee will hold an anonymous vote at their next session to determine a new chair.

Nicole Murray suggested the Board consider approving a subscription to blocks of scripts for review at an annual cost of \$179. Martha moved to increase the playreading committee budget to \$300 a year, Jason seconded. All in favor.

Treasurer's Report - Dorrie Mitchell

Assets: \$44,871.81

And Then There Were None netted out \$9,562 (as of November 19). Dorrie supplied financial exhibits for the show and for the season for the Board's review.

Jason reviewed the October checks and bank statements and found no obvious discrepancies.

Sales and Marketing Director's Report - Mary Fernandez-Sierra

Mary is going to begin putting out posters for the holiday benefit.

Publicity Director's Report- Hanna Madler

No report.

Action Item:

- Jerry will reach out to Hanna and determine her preferred method of participation

Membership Development Director's Report - Dana Ring

We have 81 current members this season, 143 if counting last year's numbers.

Box Office Manager's Report - Martha Zalewski

We are currently at 113 subscriptions (18 are 2-show subscriptions). Online ticket sales are open for *A Few Good Men*. For *The Trial of Ebenezer Scrooge*, there will be no reservations, doors open 30 minutes prior to the curtain. Suggested donation is \$15. Payments can be made with cash, check, or credit card.

House Manager's Report - Rissa Fregeau

House Report (provided via email):

Fall	
And Then There Were None (2024)	\$842.30
Arsenic and Old Lace (2023)	\$702.16
Rumors (2022)	\$312.75
Dining Room (2021) (COVID)	N/A

Winter	
Drinking Habits (2024)	\$932.02
These Shining Lives (2023)	\$467.76
Almost Maine (2022) (COVID)	\$254.50

Spring	
You Can't Take it With You (2024)	\$830.31
First Date (2023)	\$304.74
Steel Magnolias (2022) (COVID)	\$169.60

The Trial of Ebenezer Scrooge house staffing is in a good place.

Rissa sent out a proposed accessibility commitments. We will need to revisit the policy when the website is updated.

Action Items:

- Rissa will finalize the policy and add it to our Board Dropbox

Facility Manager's Report - Jason Fregeau (provided via email)

Hall Maintenance Report (provided via email): With the help and direction of Brad, the "gingerbread" trim over the front door was re-installed. Friction step-tape was applied to the leading edges of all outdoor steps (except those to the kitchen). The flag was fixed so that the lower grommet won't creep up the pole. Signs around the hall were refreshed and placed in plastic sign holders. A white cabinet was installed and painted in the North Hall bathroom.

The Fall Outdoor Cleanup was a success.

Jason has made several inquiries to find a snow plow contractor and is still looking for a viable option.

Member-at-Large Report - Bradbury Stearns

Brad found a licensed contractor to remove the oil tank in the spring. He is confirming an estimate. Jerry mentioned Krupa Oil Company as a potential contractor.

The furnace needs to be serviced. It's estimated at around \$300, however there may be additional costs if anything needs to be updated.

Martha moved to add a budget of up to \$800 to do the furnace service and repair (as needed) as a separate line item, Renee seconded the motion. All in favor.

Member-at-Large Report - Jonathan Hebert

No report.

Committee Reports and Discussion

1. Producer Ensemble

- Audition status update for *A Few Good Men* - the cast is complete and they will have their first read through in December.
 - Becca Coolong attended the Monson Veteran's Fair and it went well
- *The Trial of Ebenezer Scrooge* is going well!

2. ACT

- Hosting NCCCC "Business After Hours" was a success! Jerry has received excellent feedback about the event.
- T-shirts have been ordered and shipped and should be in before the Holiday Benefit.

Action Item:

- Jerry will forward the invitation for the next Business After Hours to the Board.

3. Playreading

See above.

4. Director Search

- No report.

5. Website

- The committee is setting up a virtual meeting for December 13 to finalize their discussion. The committee would like to set up a special meeting with the Board to provide their recommendations. The committee will need to be able to present and demonstrate in person. The meeting is scheduled for Monday, December 30 at 7 p.m. at Mapleton Hall.

6. Donor Inspiration

- Jerry is interested in looking for funding to begin updating our lighting and technical collection.
- Dorrie is interested in passing some of her grant writing and reporting responsibilities. Jason is interested in looking into some options for involvement.

New Business

Discussion of proposed scholarship application revision, the board made recommendations. Martha and Renee will finalize and forward to the Board. Once done, Martha suggested that the application should be sent to local schools and drama studios.

Discussion of potential staged reading in January, potential cost was \$209, but the Kent Memorial Library typically refunds the cost of rights.

Mail Call

Dorrie shared a few pieces of mail. There was an article about The Players and *And Then There Were None in The Republican*.

Dana moved that the Players donate \$25 to the Friends of Kent Memorial Library, Marth seconded. All in favor.

The Board received a letter from Connecticut Water warning that our water service line might have lead piping and that we should take precautions; however, to our knowledge, the service line from the street to the building is copper, so the risk of lead contamination is minimal.

Martha moved to adjourn at 9:30 p.m., Jon seconded. Approved unanimously, meeting adjourned.

Submitted by:
Renee Bouldin, Secretary

Next Board Meeting: Tuesday, December 17, 2024 at 7 p.m.
Location: Mapleton Hall

2024 - 2025 Season Events

New Faces 2024	August 17, 2024
Suffield-on-the-Green	September 7-8, 2024
<i>And Then There Were None</i>	October 11-26, 2024
NCCCC "Business After Hours"	October 22, 2024
Holiday Benefit	December 6-8, 2024
<i>A Few Good Men</i>	February 14 - March 1, 2025
NCCCC Home Show	April 2025 (TBD)
<i>Becky's New Car</i>	May 2-17, 2025
Annual Meeting	June 2025 (TBD)

Committees

Producer Ensemble:

Rissa Fregeau, Hanna Madler, Mary Fernandez-Sierra, Bradbury Stearns, Erica LeFebvre, Konrad Rogowski

ACT (Artistic Commitment Team - 1983):

Martha Zalewski, Mary Fernandez-Sierra, Kelly Seip, Kim LaChance, Jerry Zalewski, Rissa Fregeau, Bradbury Stearns

Playreading Committee:

Bob Williams, Mark Proulx, Nicole Murray, Zach Gray, Gina Paro, Dorine Tayts, Jennifer Madison

Directors Search Committee:

Konrad Rogowski, Chris Rohmann, Denise Boutin

Website Committee:

Gonzalo Iribarne, Dana Ring, Mary Fernandez-Sierra, Hanna Madler, Ash Richardson-White, Emma Rucci, Rissa Fregeau, Jonathan Hebert, Martha Zalewski

Nominating Committee:

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Bylaws Committee:

Dana Ring, Brian Rucci, Kim LaChance

Donor Inspiration:

Lisa Parker, Rachel Berezin