

Community Players of Salisbury University  
BOARD MEETING  
September 7, 2022 Meeting Minutes

BOARD MEMBERS PRESENT: Kel Nagel, Presiding, Kate Adkins, David Allen, Sharon Benchoff, Bobbie Calloway, Melissa Dasher, Robin Finley, Charlie Linton, Darrell Mullins, Rusty Mumford, Shelbie Thompson

MEMBERS PRESENT: Jerry Gietka, Britni Ilczuk, Josh Smith, Jessica Windsor

GUESTS PRESENT: Marla ?

President Nagel called the meeting to order at 7:08 pm.

President Nagel called for a moment of silence in tribute to the death of James Mumford, a member of Players, and son to members Rusty and Becky Mumford.

Sharon Benchoff/Melissa Dasher moved to approve minutes of the July 6, 2022 meeting. Motion passed.

Treasurer's Report: Bobbie Calloway/Robin Finley moved to approve the report from Treasurer, Charlie Linton as distributed. Motion passed.

President's Report: President Dasher reported that Tom Welsh needs show descriptions, ratings, and proposed venues from next season's directors. That information should also be sent to Shelbie Thompson for social media venues.

#### Committee Reports

Facilities: No Report

Hospitality: Hospitality Chair Rusty Mumford proposed planning a Kick-Off meeting in October.

Membership: Membership Chair Melissa Dasher is processing current applications.

Nominating: No Report. President Nagel announced that we need a Chair for this committee.

Patrons: Patrons Committee Chair/President Kel Nagel reported as follows:

- We currently have 20-25 patrons
- Kel will reach out to patrons once online tickets for the upcoming season are in place.

Publicity: No formal report. Discussion, however, was as follows:

- Kel-should we perhaps combine this committee with Social Media
- Social Media Chair, Shelbie stated the committees should remain separate due different processes and goals.
- Perhaps we could have an "overall" committee with different sub-committees.
- Rusty offered to review the Constitution and By-Laws on that idea.

Social Media: Social Media Chair, Shelbie Thompson reported as follows:

- The cast list for "Little Women, the Musical" has been posted to our social media outlets.
- Our posts have gotten "good traction."
- She is looking for photos of the cast; Kate Adkins will send photos,

Tickets/Season Tickets: Committee Co-Chair, Rusty Mumford, reported as follows:

- The ticket order page for "Little Women" is live

- On “Season” Tickets, the language in our online platform is “Subscription” rather than “season.”
- He has developed the subscription and is awaiting Board approval before going live.

Bobbie Calloway/David Allen moved to approve the subscription link, Motion passed.

Rusty will coordinate with Tom Robinson for sending an email blast about online ticket/subscription.

Rusty thanked the Board for its support.

Co-Chair Darrell Mullins thanked Rusty for taking the lead while Darrell is in rehearsal for “Little Women.”

Grants: No Report

### Old Business

Performance Venue for Players: President Nagel reported as follows:

- There was a brainstorming meeting held in August.
- The original plan, when we were still on Glen Avenue, was reviewed
- David Allen will check with original architecture firm to see if they can update given our current space on Nutters Cross Road
- Water/Sewage may be a significant challenge in our current space.
- A meeting with an Inspector and Fire Marshal was held. The response from the Fire Marshal was “favorable.”
- We still need to hear from Zoning

Musical Memories Fundraiser

Director Rusty Mumford reported as follows:

- The production in the “Revival” venue went very well.
- 90-100 people attended.
- Total revenue was \$1,839.00
- After expenses, net was \$1,275.00

Melissa Dasher announced that we have wine glasses for those members who were unable to see the production.

Office Copy Machine: Rusty Mumford reported as follows:

- Current machine is not functioning well.
- We have at present the following options:
  - A new machine from Staples, \$499.99 plus tax
  - A new machine from Delmarva Business Systems for \$1,700.16 plus a monthly service fee and per copy fees.
  - A used machine from Delmarva Business Systems on a three-year lease with option to buy for \$1.00 at the end of the lease.
  - Keep using our current machine and hope for the best.

A lengthy discussion ensued on topics such as features as well as pros/cons of each option. At the end of discussion no motion was made. We will take up the issue again at the October meeting.

“Little Women, the Musical” Update: Director Darrell Mullins reported as follows:

- 50 people auditioned.
- 40 were cast
- Rehearsals are underway
- We can use more volunteers for props/stage crew.

“Pooh” Show: Director Matt Bogdan was not at the meeting to make a report.

Tap Dance Lessons: Players Member/Dance Instructor Britni Ilczuk reported as follows:

- She would like to offer weekly tap dance lessons on Wednesdays beginning September 8 from 5:30-6:30 pm.
- Lessons will be free for Players Members; \$5.00 for non-members.
- She will coordinate with production directors so as not to interfere with production rehearsal schedules.

Jerry Gietka asked if insurance was an issue. It was reported that we are covered.

Rusty Mumford/Shelbie Thompson moved approval. Motion passed.

Salisbury University Service Day: Sharon Benchoff reported as follows:

- Salisbury University's Volunteer Service Office is inviting local Non-Profits to attend a "Service Day Fair" on campus, September 7<sup>th</sup>.
- Organizations were asked to set up a table with information on how members of the SU community could volunteer.
- She and Players Member Maddie Cuesta spoke with 30-40 people who attended.
- They shared overall organization information as well as details on our upcoming season.
- During the Fair, representatives from "Habitat for Humanity" thanked Community Players for the donation of a Gift Basket during their recent auction. They will be having the auction annually and invited us to contribute again.

"Chefs for Habitat:" Rusty Mumford shared an email from "Habitat for Humanity" about their upcoming auction referenced above. Rusty Mumford/Bobbie Calloway moved that Players donate another basket. Motion passed.

#### New Business

"Leading Ladies:" Sharon Benchoff, on behalf of Director, Matt Bogdan, reported that he would like to have performance on the first Thursday of each performance week. That would move Players Night to the Wednesday of the first week. He would also like to have matinee performances on both Saturdays. Sharon Benchoff/Robin Finely moved to approve the request. Motion passed.

October/November Meetings: President Nagel stated that the October 5 Board Meeting will begin at 6:30 pm so as to allow rehearsal for "Little Women." In addition, the November meeting will be moved to November 12 so as not to interfere with dress rehearsal for "Little Women."

Marla ?? was welcomed to the group.

#### Other New Business

Lynne Bratten requested complimentary tickets to "Little Women, the Musical" for some young volunteers and their parents who helped with costumes during the summer. Sharon Benchoff/Shelbie Thompson moved to provide 2 tickers per family to Players Night. Motion Passed.

Patron Status for Sally Ridgeway. Since Sally has so often loaned us costumes it was suggested that she be considered a Patron. Shelbie Thompson/Robin Findley moved approval. Motion passed.

The meeting was adjourned at 8:23 pm.

Board Nominations: It was reported that:

- Tom Robinson for Vice-President
- Darrell Mullins for Recording Secretary
- Rusty Mumford for Corresponding Secretary

Rusty Mumford/Kel Nagel moved to close nominations. Motion passed.

“Senior Follies:” Jerry Gietka reported as follows:

- The show was a financial and artistic success
- Appreciative of the cast and crew, especially in dealing with Covid obstacles.

“Jesus Christ SuperStar:” Melissa Casher, for Sharon Benchoff, reported as follows:

- The cast sounds great.
- Act 1 is fully blocked/choreographed.
- Act 2 is coming along nicely.
- Susan Robinson will soon begin orchestra rehearsals.

85<sup>th</sup> Season Fundraiser/Concert: Rusty Mumford reported as follows:

- He is in contact with Fred at Revival.
- He is developing materials for publicity.
- He suggests \$25 per ticket and waiting for Fred to confirm.
- This will be a win-win for Players. Revival will provide staff for Social Media
- Rehearsals will begin after “Jesus Christ SuperStar” closes.
- Looking at August 5 and 6 for performance dates.
- The ASCAP Covid license is due for renewal. Cost is \$264.13

Rusty Mumford/Shelbie Thompson moved to renew the ASCAP license. Charlie Linton commented that if we join AACT we get a 10% discount on the ASCAP license. Tom Robinson amended the motion as follows: We should renew the ASCAP license for a fee up \$264.13. Motion passed.

Rusty also suggested that at the Revival event, we provide wine glasses as a gift to members who attend. He will provide pricing information at the June meeting. Cass Dasher will send him the current number of members.

Musician Fees: Darrell Mullins reported that he will survey area musicians who are familiar with the role of music director about appropriate stipends.

SWAC Fundraising Event: Melissa Dasher, for Sharon Benchoff, reported as follows:

- 3 songs were performed.
- You could hear a pin drop.
- Put CPOS post-card in 50 “Friends of the Arts” gift bag.

#### Other Old Business

“Jesus Christ SuperStar” cast/crew ticket contest. Rusty Mumford reported that winning cast/crew member will win a \$50 gift card to Regal Cinemas.

CPOS T-Shirts: Tom Robinson reported that t-shirts are available for \$25. Let him know if you want one.

#### New Business

Loading/Renting/Sets/Costumes/Props: Ken Johnson, for Sharon Benchoff, reported as follows:

- Concern about items that come back but not in the same condition as when borrowed.

- Concern that some items do not come back.
- We need to make sure that the appropriate person signs off
- Return materials to a specific platform so that Ken can make sure they get returned to the proper location.
- We need a better, clearer, policy.

Lynne Bratten reported similar concerns as follows:

- Can we implement a system that includes compensation to help refurbishing/replacing borrowed items?
- Should we use an invoice?
- Can we require that those who borrow costumes have them cleaned before returning them.
- The by-laws state that members can borrow but she is not always in the loop.

Jerry Gietka suggested that we have a policy with a financial penalty if violated.

Melissa Dasher suggested we put signs on every door regarding borrowing policy.

Matt Bogdan asked if the doors were “lockable.”

David Allen commented that people may need access for other reasons.

Rusty Mumford suggested that there should be a “Section Heads” meeting to review/revise policy. Once done, the policy could be put on doors and in the newsletter.

Tom Robinson suggested that violators should no longer be allowed on the property.

Betsy Metzger commented that a monetary punishment should help in following policy.

Furnace Town Opportunity: Matt Bogdan reported as follows:

- In his role as “Special Productions Coordinator,” we are welcome to perform at Furnace Town events.
- Furnace Town is a good venue for special productions.

Melissa Dasher commented as follows:

- Reminded us that Alexa Nastassi sent a link to a video about developing a Theatre Camp that would take place over two weeks resulting in a final performance.
- Melissa thinks this a good way to give back to the community. She works at Coastal Hospice which is planning camp for kids. This might be a good fit but perhaps for next year so that we have more time to prepare.
- Wor-Wic is looking for someone to provide drama opportunity in the summer; this might be a good opportunity for Alexa. Rusty Mumford agreed.

Cass Dasher suggested we tell Alexa that we support her idea but next summer would be better.

Cass Dasher/David Allen moved to form a committee to explore the idea. Kel Nagel suggested we could use grant funds for the project. Jerry Gietka commented that he runs a similar program and would like to invite Alexa to apply to be an assistant for that program.

Special Productions: Matt Bogdan reported as follows:

- He proposes a production of “Winnie the Pooh.”
- He completed the form that Melissa Dasher has shared with the Board.

Charlie Linton/Tom Robinson moved approval of the production. Rusty Mumford expressed concern about having two productions in the same month. Matt Bogdan responded that there would be no conflict with the 85<sup>th</sup> Season Fundraiser. Jerry Gietka commented that rehearsal/performances of “The Twain Show” interfered with rehearsal for “Senior Follies.” Matt Bogdan responded that he accommodated all conflicts that actors put on the audition form.

Tom Robinson called the question. Motion passed with one abstention.

Building Use Request: Rusty Mumford requested approval to have a graduation party for his daughter on June 11. He commented that the set for “Jesus Christ SuperStar” will have been moved out during the day, leaving the facility available for the party. Ken Johnson expressed concern about how long it will take to move the set out. Rusty Mumford responded that he will work around that issue. Kel Nagel reminded Rusty Mumford that no alcohol could be served. Rusty Mumford responded “Of course.”

#### Other New Business

Board Member Elections: Kel Nagel predicted that there could be ties in the election results. He proposed a “weighted” ballot. Charlie Linton responded that we have a way to break a tie—the President does not vote unless there is a tie.

Meeting Adjourned at 8:30 pm.

“Twain” Show: Director Matt Bogdan reported as follows:

- A successful run
- \$1,400 in profits
- Four shows

“Senior Follies:” Director Jerry Gietka reported as follows:

- Things are going well.
- The show has already been financial success given how little needs to be purchased.
- The show is an artistic success; good cast.

Melissa Dasher reported as follows:

- A cast member tested positive for Covid
- What now?

Jerry Gietka commented as follows:

- We can find someone to fill in
- Perhaps we can have someone hold the book and deliver lines using a microphone

Melissa Dasher commented that since the actor was at the run-though last night, the entire cast/crew has been exposed. Also, is it possible to postpone upcoming performances? In addition, will Wor-Wic charge an additional rental fee?

Kel Nagel asked what our liability is in a situation like this.

Rusty Mumford questioned whether or not Wor-Wic would be available during Easter weekend. In addition, we have to report to Wor-Wic about this. Perhaps we could postpone and do it with masks and social distancing.

Shelbie Thompson stated that Wor-Wic would be closed during Easter weekend. In addition, she would recommend using an actor in the original cast rather than a fill-in. She needs to be notified asap so that she can pull social media posts if necessary.

Cass Dasher suggested we reach out to Wor-Wic to ask about availability if we postpone.

Pete Cuesta stated that Covid numbers have increased. Perhaps we are entering a new wave.

Matt Bogdan commented that we should postpone, better safe than sorry.

Sharon Benchoff/Cass Dasher moved that we postpone upcoming performances if it feasible to get the Wor-Wic stage during the weekend after Easter. Motion passed.

Additional discussion as follows:

- If Wor-Wic is not available, we should research other venues.
- Rusty Mumford will send a sample message to share with current reservations. He will send it to us for feedback.

Jesus Christ SuperStar: Sharon Benchoff reported as follows:

- The show has been cast, for the most part. There will be one more callback.
- First rehearsal will be this Sunday.
- The cast list will be posted to our website.

Melissa Dasher asked if we could perhaps have a "Swing Cast."

Sharon Benchoff responded no.

85<sup>th</sup> Season Fundraiser/Concert: Rusty Mumford distributed a detailed document summarizing the feedback to this event during the March meeting. Questions/Comments were as follows:

- Sharon Benchoff asked why do a concert if people can attend a celebration for free? Rusty Mumford commented that staging a concert at "Revival" would draw in people who would not attend the celebration.
- Cass Dasher asked if "Revival" have an average audience size? Rusty Mumford responded that the size of the audience is "event specific."
- Shelbie Thompson asked if "Revival" would be the only venue for this performance. In addition, perhaps we could offer a discount to members. Jessica Windsor replied that the staging would be very different based on venue. (NOTE: The recording secretary inferred that this might be a reason that we could not easily stage the concert in multiple venues). Rusty Mumford commented that he was fine with either approach.
- Matt Bogdan suggested that we could perhaps incorporate some of the celebratory activities with a performance at "Revival."
- Sammy Barnes asked if performance dates had been selected. Rusty Mumford responded that he prefers August dates.
- Darrell Mullins/Shelbie Thompson moved that the performance should take place at "Revival" on August 5 and 6. Rusty Mumford responded that he will report back on whether or not those dates are available.

Musician Fees: Melissa Dasher reported that she had sent questions to a number of potential music directors in the area but has decided she has to recuse herself from this project because her husband, Ken Dasher, is one of those experts. Darrell Mullins volunteered to take over the project.

Special Productions: Matt Bogden reported as follows:

- Why should we do these productions? They are beneficial.
- He created a proposal form that was distributed to those in attendance.
- A "Special Production" committee will vet proposals.
- Feedback from the committee will be sent to the Board of Directors.
- The Vice-President will chair the "Special Productions" committee as well as the regular one.
- Charlie Linton/Sharon Benchoff moved approval. Motion Passed.

## New Business

Furnace Town performance. Sharon Benchoff moved to table this until next meeting. Motion Passed

SWAC Fundraising Event: Sharon Benchoff reported as follows:

- We have been invited to perform at SWAC's "Arts on the River" event.
- The plan would be to perform some songs from "Jesus Christ SuperStar."
- We would be able to advertise "Jesus Christ SuperStar" as well as our upcoming season.

Charlie Linton/Sammy Barnes moved that we participate in the event. Motion Passed.

Survey Monkey: Sharon Benchoff reported as follows:

- There is no longer a free "basic" version of Survey Monkey
- Fees are \$16.00 per month or \$192 annually.
- Unlimited number of surveys but each is limited to ten questions.

It was suggested that we research using "Google Drive" to see if we can get the same functionality.

Loaning/Renting Sets, Costumes, Props: Sharon Benchoff moved to table this issue until the May meeting. Motion passed.

2022-23 Season: Shelbie Thompson reported as follows:

- The Production Committee's original recommendation was approved with a clear majority.

Other New Business: Charlie Linton announced that we received a note of thanks from the Viese family. NOTE: The recording secretary did not have notes specifying how we contributed. Assuming it was flowers sent.