

**THE OCEAN PINES PLAYERS
BOARD OF DIRECTORS**

**MINUTES OF MEETING
January 10, 2023
Pasqualino Home
Ocean Pines, MD 21811**

DIRECTORS PRESENT		ABSENT	GUESTS
Frank Pasqualino, President	Barbara Miller, Vice President	Dorothy Leslie, Director	
Donna Pasqualino, Secretary	Wayne Klitsch, Director	Patty Jo Moore, Director	
Karen Adcock, Treasurer	Ed Guinan, Director	Donna Frankowski, Director	
Cara Downey, Director		Pat Diniar, Director	

CALL TO ORDER

Having established a quorum, Frank called the meeting to order at 6:38 PM.

REVIEW & APPROVE MINUTES FROM DECEMBER 13, 2022

Upon a motion by Frank, the minutes were approved unanimously.

TREASURER'S REPORT

Karen presented the general ledger showing a current end-of-year balance of \$4050.29. In 2022, we spent approximately \$25,000 and took in approximately \$16,500 with a little over \$9,000 being spent on the new lighting system. Our fixed yearly expenses are approximately \$3,200. These numbers demonstrate the need for additional sources of income hopefully from grants, one being from the Worcester County Arts Council. This grant application needs to be filed by April 15th, with the grant money (if granted) being available in the fall. Karen also stressed the need for the establishment of a 2023 budget. Upon a motion by Barbara, seconded by Donna P., the Treasurer's Report was approved unanimously.

COMMITTEE REPORTS

Grants: Wayne will apply for the Worcester County Council grant by Feb 6. Karen stated that more grant opportunities are available from organizations such as the Optimist's Club, the American Legion,

the Kiwanis Club, and other social groups that give grants to show that they are supporting their community.

Publicity:

Advertisements: Barbara stated the absolute need to have at least a 2-week lead time to submit ads for our events at local newspapers, radio, etc., in order for those ads to be presented and seen or heard when it would benefit us. She needs at least 8 week's lead time if the ad is to promote an upcoming event.

Newsletter: Ed Pinto has agreed to put together a quarterly newsletter for the Players, but would need to have the articles, pictures, etc. submitted to him. Barbara asked that Board members write the various articles that would be put into this newsletter.

Photographer: A local photographer (Jay Cathell/Get A Shot of This) is willing to take pictures for the Players in exchange for ads in our programs and website.

Sponsors/Donors:

Karen has drafted a letter with an attached brochure requesting sponsorship with benefits to send to various organizations and donors by snail mail. She asked for everyone to review the letter and offer revisions or additions before the letter is sent. The goal is to send this letter out by the beginning of February.

Education:

Workshops: Barbara suggested hosting at least 4 classes/workshops at the Community Center that would be free to members. The cost for nonmembers for each class would be $\frac{1}{4}$ of the amount of our membership fee thereby offering an incentive to become a member. Karen suggested a 2- to 4-hour interactive class could be offered along with some 60- to 90-minute series of various classes. Our requests for classroom space must be submitted by February 1st in order to be advertised in the Ocean Pines Report Spring/Summer Guide with all the specifics listed: type of class, dates, times, fees (if any), etc. If our classes are offered for free, OPA does not charge us a fee. If we charge a fee, OPA will take a cut (not sure how much). All instructors must be volunteers. The classes can be scheduled anytime from April through September. Frank volunteered to teach a stage management class. Barbara volunteered to teach a movement class and Karen is contemplating teaching an improv class for real life. The goal is to teach at least 1 class this spring/summer and be ready to offer more classes for the fall/winter season.

NECESSARY BUSINESS

Four Old Broads: The show has been cast and Frank has a strong possible venue at St. Peter's Lutheran Church in Ocean City. The church would charge \$300 for each performance. Frank is still negotiating with them regarding possible additional fees (if any) for rehearsal and set build times. We could not use the Community Center because they could not schedule 2 consecutive weekends for the show in our timeframe. Ed will do the set design, Frank will do the sound and light design (he's planning to meet with MidSouth Audio to get training on the new light board), and Dorothy will do costumes with help from Marcia (cast in the play). Karen suggested Patti Jo for the stage manager (Frank will ask her). We still need someone for props and to be on book to help the cast with lines. Front of the house and a box office person are still needed. Frank is hoping to be able to sell individual seat tickets for this show. Tickets will go on sale for cast and crew a week before the tickets go on sale to the general public.

January General Membership Meeting (January 21, 2023): The agenda will be the following:

1. Meet and greet with refreshments will be held from 3:00-3:30.
2. Frank will call the meeting to order at 3:30 and introduce all the current Board members, their current terms, and who is up for election. He will also discuss the requirements that we need from current and prospective Board members with an emphasis on the need for someone to come on the Board and take on membership. (Kelly was suggested as one who might be interested in this.)
3. Karen will present the Treasurer's Report.
4. Frank will present the current state of affairs (i.e., the grant that enabled us to buy the new lighting system; the success of A Grand Night for Singing (audience surveys); our upcoming production of Four Old Broads with Ed providing a synopsis of the play and the progress of rehearsals.
5. Barbara will present information about our upcoming newsletter emphasizing that we welcome submissions for the newsletter from anyone.
6. Frank will discuss the change in the annual membership for this year extending to August 31st; membership values and responsibilities; the need for more committee members; the establishment of a play reading committee; the 50th anniversary celebration; and needs for upcoming productions.
7. Frank will present the highlights of the strategic plan.
8. Election results will be announced.
9. Open forum with questions and answers.
10. Adjournment and end with more socializing.

Barbara brought up the things that we need for the meeting, such as forms, posters, and fliers that will need to be at the meeting as well as a volunteer to hand out ballots and count those ballots for the election. Barbara suggested having another planning meeting for this event which will be held at 6:30 on Tuesday, January 17th, at Frank's house.

NEW BUSINESS

Resignation of Pat Diniar: Karen stated that Pat Diniar resigned from the Board due to health reasons. Cara suggested that we keep Pat Diniar on as a Board Member Emeritus. The motion to do this was presented, seconded, and passed unanimously.

Children Participation plays: Ed asked if we should schedule days and times with the Community Center to perform these plays under the pavilion during the summer and advertise them as soon as possible. Costume, set, and cast requirements are minimal and could be a good source of income for the group. Ed has to order plays and Karen has some children's plays on hand too. It was suggested that we plan to perform 1 of these plays this summer and see how well it is received. Karen suggested that we don't charge for the first play and ask for donations instead. Frank thought it might be a good idea to perform these shows at local elementary schools but there was a concern that the public schools might not be willing to pay for these performances. Ed thought that perhaps parochial schools would be more willing to pay for this. It was decided that this topic would be brought up at next month's meeting to firm up all the details.

Renaissance Festival 2023 and History Month 2023: We have been invited to participate in both the Festival in September 2023 and History Month (October 2023), and will hopefully do so. More discussions on this topic to be held at future meetings.

OLD BUSINESS

Strategic Plan: Karen moved that the Strategic Plan be accepted in its current form; Donna seconded the motion; discussion ensued. Barbara thought the dollar amounts concerning sponsorships and ad prices should be removed as they are already outdated. Frank said that because the Strategic Plan is a "living document" any amendments could be addressed and voted on at future meetings as the need arises. The motion to accept the Strategic Plan in its current form was voted on and accepted unanimously.

50th Anniversary: Frank suggested setting up a separate meeting to organize the event. He will bring the topic up at the General Membership Meeting.

NEXT MEETING

The next meeting will be Tuesday, February 14, 2023, at 6:00 PM, location to be determined soon.

ADJOURNMENT

Upon a motion by Karen, seconded by Donna, the meeting was unanimously adjourned at 8:08 pm.

Respectfully Submitted by Donna Pasqualino, Secretary
February 7, 2023

