

**Minutes of the PACRC Board  
November 15, 2018**

Present: Dennyce Korb, Angie McKie, Kirsten Hollenbeck, David L'Esperance, Val Simpson, Nick Johnson, Malcom Chapman, Anna Huntington, Kumar Veluswamy, Kristol McKie, Steve Flannery, Eric Pickar, Vera Kowal, Holly Godber

Absent: Amy Policky, Pete Cappa, Lisa Modrick

Minutes were approved and seconded with one correction to note Vera Kowal's attendance at the October meeting and correct spelling of Macbeth.

Financial Report (Angie McKie): –The Children's Chorus has paid off their pledge with their Pop-up Party proceeds. The profit and Loss reflects an overall \$13,539 underperformance to budget, but \$10,000 of that is due to not yet receiving a state grant in October. We are running \$3,000 behind YTD budget for our annual fundraising results, which may warrant attention by the fundraising/development committee. Box office service fees are also a little off budget due to timing of ticket sales. \$1,000 employee holiday bonus is budgeted. October financial reports were approved.

Executive Director's Report: Nick reviewed October and upcoming rental events. Discussed programming and potential sponsorships and collaborations for the 2019 Family Series. Goal of raising \$22,000 to cover the costs for the series.

Dennyce asked about the functionality of the theater's hearing assistance devices. Nick and Adam will check to make sure this gets added to the pre-show prep checklist, so there are a few that are functioning for each performance.

Holly asked that we consider how to eliminate the noise/distraction produced by cookies and candy wrappers or water bottles. A discussion of the efficiency of the concession and alcohol lines followed.

**Committee Reports:**

Endowment: No report.

Fundraising/Development Committee: Nick asked board members to review donor list and consider coming to write personal notes on the letters. Come down anytime between 9 a.m.-5:00 p.m. between now and next Tuesday. Discussion of effective fundraising efforts followed. Decision was to discontinue the bulk mailing that wasn't productive last year and replacing with postcard, email or digital communication channels. Recommendation was to be transparent in our communications in identifying what our financial needs are.

Popup Party Committee: 2019 date has been set for July 26. Committee will meet soon to set the 2019 theme and pick location.

Vision Fund Committee: The next step is a presentation to the vision committee on December 20 at 2:20 p.m.

Strategic Planning: Some sub-committees have met to further flesh out strategies related to each goal. Kristol recommends a separate session to focus on refining the Vision and Mission.

New Business: None.

CMO Reports:

- BH Symphony Orchestra concerts on Dec. 1 and Dec. 31. Expected to sell out so get tickets.
- Shrine of Democracy Choir has 17 performances scheduled in the month of December, including Dec. 2 with Children's Chorus, Dec. 12 at Dahl; Dec. 15 at Storybook Island; Dec. 16 High Plains Heritage Center in Spearfish.
- BHCT – Last weekend of Macbeth performances. Their major fundraiser, Fezziwig, is scheduled for Dec. 19-22.

Next meeting is Thursday, Dec. 20 at 8:00 a.m. at PACRC. Motion to adjourn was moved and seconded at 9:28 a.m.

Respectfully submitted,

*Val Simpson*, Secretary