

# Cheyenne Theater Meeting Minutes



**June 8, 2015**

The meeting began at 6:00 PM.

**Attending:** Board members Jamie Patton, Justin Lohr, Brent Rueb and Robert Grace; City Council representatives Lila Whitmore, Jen Blair, and Amanda Milne; and manager Cara Hunt.

The minutes from the last meeting were read, and a typo was noticed. Robert will correct the error, and **then the minutes were approved**. Lila gave out a financial report, and Jen explained some of the relevant figures. The bank balance is still only \$6,503, but when compared to the same date in 2014, overall revenues are up 12.6%, with ticket sales up 9% and concessions up a whopping 23%. Overall expenses rose more slowly, at 10.5%, with wages up only 4.5%. The Board considered these numbers very positive. **Justin moved, and Jamie seconded a motion to approve the financial report.**

The Square usage has been steady, Cara reported. Jen said that a detailed analysis will be provided soon.

The Board then went into executive session for twenty minutes to discuss new hires and wage increases. Coming out of the session, **it was announced that the two new employees will be JT Woodcox and Nancy Warner. Valerie Clark will be the new assistant manager**, replacing resigning Emily Mullins. Wage increase recommendations were given to Lila, for approval by the City Council. Robert will update the website's *Contacts* page to show these changes.

There was discussion about the methods employed when hiring employees and appointing an assistant manager, after a question from Lila. Lila announced that Amanda Milne will be the new city council representative for the Theater, and the Board welcomed her.

Cara reported that the midnight showing for the *Relay For Life* had 20 people attending, and they were excited at being there. Robert reported on the issue of the high humidity in the building: The only way to dry out the building is running the air conditioner, but when the ambient temperatures are low, it doesn't run. And the programmable thermostats limit usage during the week, to save energy, so we hope that dryer weather will alleviate the problem soon. The thermostats' schedules have been modified to run occasionally during the week.

Cara reported that the Coca-Cola representative is eager to provide us with that product, but he has not submitted a proposal yet. We hope to have it by next meeting.

Brent moved to adjourn at 6:58 PM.