

# Cheyenne Theater Meeting Minutes



**March 7, 2016**

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

The meeting started at 6:02 PM.

Robert handed out the **minutes of the last meeting, and they were approved unanimously after a motion by Justin and a second by Brent.**

Lila handed out a treasurer's report: The income is slightly lower than last year, but the expenses are also lower, and the bank balance is over \$8,000, which is much improved. Lila reports that the City will change the Theater's accounting status next year, which will make the accounting more transparent and efficient for both the City and the Theater. Lila left the meeting early, after we agreed to discuss Theater employee wages at the April meeting. Lila will bring a summary of the existing wages. This will allow the theater's wage review to coincide with the City's annual wage review. Brent moved, and Justin seconds report **a motion to approve the treasurer's report, and we thank Lila for coming.**

We discuss the zero theater attendance at the most recent Sunday matinee. After noting that several recent matinees have had very good attendance, we assume that the recent event was merely a "nice weather" anomaly.

Cara reports that Pepsi will be here the end of this month to pick up the old equipment.

Cara will be gone alumni weekend, but Austin can set up the DVD for the museum, and the staff can do the theater tour, too. There will be Coca Cola branded cups here soon, and we hope to sell the old Pepsi cups to a local business which still sells Pepsi branded products.

Cara says we need a new employee to reduce work load on the existing staff. The Board supports this, as the Board wants to keep the existing staff happy, as their efforts are appreciated. Cara has one applicant who will be only available for the summer so we may have to hire someone to replace her this fall.

We talk about the movie schedule, upcoming movies, and how soon the booker advises what is coming. We agree that having the upcoming movies on the website sooner is a benefit, so that people won't see them in other places. Cara said that *Zootopia* is coming on March 25.

We agree on a potential candidate for the Board, and Brent will talk to her about joining. We agree that we might need a second new member.

Cara reports that the hot dog machine is leaking, so after the meeting adjourns, Brent and Justin kindly spend an hour repairing it.

Justin moves and Brent seconds a motion to adjourn at 6:28 PM in order to work on the hot dog machine.

The meeting adjourned at 7:16 PM.