

# Cheyenne Theater Meeting Minutes



**September 6, 2016**

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

The meeting started at 6:02 PM. The minutes were handed out by Robert. After reading them, there was **a motion by Justin and a second by Margyre motion to approve them.**

The treasurer's report was given by Lila, and the bank balance is \$14,238. **A motion by Justin with a second by Bridgette was followed by unanimous approval.**

Lila told the Theater Board that situations such as the recent *Dane Hansen Foundation* grant should be handled differently, because the City Council did not have an approval for the grant in their minutes prior to the application process.

The Theater Board noted that the project had been discussed at the last two theater meetings with the City Council representatives attending, and that the minutes of those meetings—which are publicly available on the Theater website—fully explained the upcoming application. The Board felt that this represented adequate notification, and that the City Council could have put the necessary approval in their minutes without further action from the Theater Board.

After some spirited discussion, it was agreed that in the future, the Theater Board minutes would be presented formally to the City Council by the Clerk; that the Theater City Council representatives would try to make the Council aware of important actions by the Theater Board; and that the Theater Board will contact JR Landenberger, the City Manager, when any expenditure exceeds \$500.

Cara then gave her manager's report. She said that two new employees are doing very well, and that she has appointed Emily Mullins as the new assistant manager. **After a motion by Brent and a second by Robert, the Board unanimously approved the appointment of Emily as Assistant Manager.** The Board agreed on a pay raise for Emily, which will be implemented immediately. The Board also agreed to continue the present 2D/3D timing policy.

The Board complimented Cara on the new signage for the concessions specials, and noted that since the adult ticket price will go up by \$1 this weekend, a new sign will be needed for the ticket prices. Brent reported that he had been approached about the possibility of showing the new *Kubo* movie, and Cara will ask the booker about availability.

Robert will send a short press release to the St. Francis Herald about the aforementioned *Dane Hansen Foundation* \$7,500 grant approval, which was received last week for lobby climate control.

The meeting adjourned at 6:45 PM.