

# Cheyenne Theater Meeting Minutes



**Date: April 7, 2014**

The meeting began at 6:00 PM.

**Attending:** Samantha Beeson, manager; Board members Justin Lohr, Jamie Patton, Heidi Plumb, Fred Mahlberg, and Robert Grace; and City Council representative Glorianne Milne. Brent Rueb previously advised that he would be unable to attend.

The minutes of the March meeting were read, and after a **motion by Justin and second by Fred, approved unanimously.**

Glori handed out a treasurer's report, which was read by all, then after a **motion by Jamie, and second by Justin, approved without dissent.**

Robert apologized that he had forgotten to print out the manager's spreadsheet on ticket and attendance, and he promised to email a PDF of the file to all of the board. A guest attending the meeting, Keary Carman, was then given the floor. He said that he would like to show a DVD movie, *The Act of Killing*, which is a highly-rated, 160 minute long documentary. The movie would be shown on Friday afternoon, July 4th, Independence Day. The Board said that the theater was available that afternoon, and that the House Rental form which is on the website is all that Mr. Carman needs to download, fill out and take to the city office, along with the proper funds. There was some discussion about changing the "Special Showings" policy, but no action was taken.

Robert then reported that JR Landenberger had called to say that the electronic highway sign was no longer going to be programmed by City personnel, and JR wanted the theater itself to update the sign weekly for the upcoming movie. Robert said that the Board would have to approve the change in policy, but that since the Board had previously noted that they found the highway sign quite beneficial to the theater, and since JR said that the updating was not time consuming, Robert predicted that the Board would approve the policy when it was presented. After short discussion, **Robert moved to have theater manager Samantha get the training required and begin updating the highway sign. There was a second by Justin and unanimous vote to approve the motion.**

In the manager's report, Samantha said that one employee had given two weeks notice, and that another would be busy for the next month with outside activities. There was some discussion as to hiring another employee, but the Board recommended waiting for one month to see if it was necessary.

Robert reported that he and Brent had met with the City Council, at the Council's request, and that the Council said that they wanted to improve communications with the Theater Board. Robert noted that the theater minutes are publicly posted, and that the finances of the theater are generated by the City office. He said that the spreadsheet of ticket sales, which had been implemented at the beginning of the year, would be made available to the City each month via

the City's representative. The Council said that they would like to approve all future wage increases by the Theater Board before they are implemented. It was agreed that if the Council wanted future meetings with a Theater Board representative, they would email Robert and volunteers to attend would be recruited from the Board.

Robert reported that he had changed the eight heat pump (furnace) filters, and that Emily had discovered that the new thermostats were displaying a "filter" warning, which is a good feature. Robert said the belts showed some wear, but looked like they were good enough to last until the fall inspection. Justin asked if Heartland should inspect the portion of the system which is on the roof before air conditioning season, and Robert agreed to ask them, and if Heartland thought it useful, to authorize it. Robert said that he had ordered two dozen spare filters, after asking JR if the City had them, which they don't.

Robert also reported that JR had contacted him about the delay in Commercial Sign finishing the marquee sign repair, and Robert called Commercial sign and they promised to do it "this week." But that didn't happen, and JR told Robert to wait until Wednesday of the next week until stronger action was taken by the Theater.

The movie *God's Not Dead* has been released to more theaters--1,500 now compared to the original 500. Our booker, Brad Bills, says that he is trying to get the movie for all of his theaters, as it is doing strong gross revenues, and it will therefore likely be shown at the Cheyenne Theater. Ryan Shay had contacted Robert and said that the local churches wanted to buy tickets so that all local youth could see it. Robert asked Glori to present the options as to how that financial transaction would take place, and the only two options appeared to be either using Movie Bucks, or to have a church representative come to the theater at each showing and pay for that showing's free tickets. Robert said that he would contact Mr. Shay and explain the options and ask what ages would be admitted for free, once the movie was confirmed here.

The Board discussed whether to show movies on July 4th and on Easter afternoon, and they decided to be open on both dates.

Samantha then proposed changing the naming of the existing popcorn sizes, and adding one larger size which would be served in special movie theme tubs. She also proposed adding one more Combo Special for \$9: the new XL popcorn combined with two medium drinks. The new XL popcorn tub would hold 170 ounces, and can be returned for refill for a \$1 dollar discount. The present popcorn prices will remained unchanged: small (46 oz) \$2, medium (85 oz) \$4, and large (130 oz) \$5. After some discussion, there was a **motion by Jamie, with Heidi seconding, to implement all of the proposed concession changes. The vote was unanimous.**

At 7:25 PM, a **motion by Heidi with a second by Jamie adjourned the meeting.**