Cheyenne Theater Meeting Minutes

August 1, 2016

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

The meeting started at 6:03 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.**

We decided to have out next meeting on September 6th, a Tuesday, to avoid Labor Day. Also, the board formally approved Margyre Antholz as a new board member.

Lila then reported that the auditors say that we can't do the BankWest arrangement which we approved at the last meeting, and which was presented by Skylar Goodwin, because we are holding money in an account, and that is not allowable, according to the auditors. The Board agreed to drop the plan.

Lila then gave the treasurer's report. She said that we have $11,043 in checking, and that all the budgets amounts look good. She noted that the auditors gave us more money than was shown in the previous budget which we approved. When asked why, she said that they use a formula based upon prior years. **Justin moved, Bridgette seconded approving the treasurer's report, and it was approved unanimously.**

Cara reported that Austin gave us his two weeks notice, so we now need to hire at least two and possibly three new employees. Cara said that she got three applications, and all look fine, but one applicant won't be 16 years of age until late October, so we can only hire two of them now. The Board approved hiring Teagan Landenberger and Tressa LaBarge. Rachel is leaving us in three weeks, but will be able to work part time occasionally. **The employee hiring motion was made by Robert, seconded by Justin, and approved without dissent.**

Cara asked for executive session for 15 minutes for employees. At the end of the session, there was no action by the Board.

The Board then discussed Emily's wages: she is a new hire, but she has previously worked for the theater and has done a good job. **There was a motion by Justin, and a second by Bridgette to make Emily's wages the same as Tami's, and this was approved unanimously**. Robert will advise Lila so that she can pay Emily.

Justin initiated a discussion of the combo specials that we offer for concessions. We decided to modify the Family combo so that it will have large drinks instead of medium, for the same price. We will offer two new combo specials: the first will be a hot dog, a jerky, and a medium drink for $6. The second new combo will include the candy special of the week (chosen each week by the

theater staff) and a medium drink for $3.50. Cara will make up all new signs for the combo specials, and possibly laminate them for durability.

Robert reported that when the motorcycle movie played for the Alumni weekend/museum opening, there was $200 charge for the movie. He said that $200 was covered by a $200 donation from Grace Flying Service, Inc. He said that Grace Flying Service also donated a used DVD player in case the existing theater one had caused the mishap at the school movie. The motorcycle movie went off well, with no problems, and had almost 40 people viewing it.

Robert also reported that he has set up an account on the Dane Hansen website, and filled out all of the information to apply for the lobby climate control grant application discussed in last month's meeting. He said the application was submitted about a week ago, and he hopes that it will be approved.

Robert noted that future projects might include the rewiring the theater, as this is a safety issue, and he mentioned the security cameras that would be placed on the museum building and monitored by their security system.

Justin noted that replacing the ceiling fans in the auditorium might be an improvement, as well as replacing the ceiling tiles in the auditorium. The Board agreed that all of these projects needed consideration at the first of the year, when the application process will be opened again.

The meeting adjourned at 6:45 PM