

# Cheyenne Theater Meeting Minutes



**May 4, 2015**

The meeting began at 6:01 PM.

**Attending:** Board members Jamie Patton, Justin Lohr, Brent Rueb and Robert Grace; City Council representative Lila Whitmore; manager Cara Hunt and assistant manager Emily Mullins.

Robert handed out the minutes of last month's meeting and the movie spreadsheet analysis, and Lila distributed the treasurer's report. The bank balance is now \$6,629, which is about \$500 higher than last month. There was discussion that the balance seems low, given that the recent movie attendance has been fairly strong. Lila offers to analyze the data and see if she can shed light on the issue. There were no corrections to the minutes, so both the treasurer's report and minutes were approved.

Robert reported that the movie "Do You Believe" will be sponsored by area churches: they will provide free attendance. He asked if it would be possible for the church representative to pay for the tickets only once--on Sunday night if necessary--even if they have to write four checks, instead of the present policy of requiring them to write a check at each showing? Lila said she would check on this, too.

Cara reported that she would like to run the help-wanted ad for two more weeks, to get more applicants, and the Board agreed. She also said that she is working with Val at Majestic to try and find out what the Coca-Cola vending options are, and possibly deal with any minimum order issues. The Board expressed hope that a new system might have an ice maker, to avoid buying bagged ice.

Cara also said that the Square register is going well, and the Board asked her to order two tablet stands to hold the devices, to speed up the process. Cara will also get another card reader, so that we will have a working spare. Emily reported that the projector is working well now. She also said that she is going to resign in June. The Board told her that they are sad to see her leave, as she has done a good job.

The Board discussed the upcoming museum opening, next door to the theater. They talked about having a special free showing on Saturday afternoon, possibly a movie with a motorcycle theme. We might sell concessions, and use a DVD for the movie. There was general agreement on the issue, but the final decision will be up to the museum board.

Justin asked about the breakdown of the concessions and tickets sales, comparing the cash sales to the Square register sales. Lila kindly said that she would check on this, too, and that she would prepare a summary of employee wages, so that we can decide upon possible raises at the next meeting.

There was a motion to adjourn by Robert, and a second by Justin, and the meeting closed at 6:41 PM.