

# Cheyenne Theater Meeting Minutes



**Date: November 4, 2013**

The meeting began at 6:02 PM.

**Attending:** Samantha Beeson, Emily Mullins, Justin Lohr, Fred Mahlberg, Jamie Patton, Robert Grace, and Brent Rueb.

The minutes of the two previous meetings of October 14th and October 30th were read. **After a motion by Brent and a second by Justin, they were approved unanimously.**

The treasurer's report was read. It was noted that both ticket income and concessions income were up over ten percent year-to-year, and that expenses were up almost nine percent, resulting in a small increase in net income. **Justin moved, and Brent seconded a motion to approve the report, which was unanimously approved.**

Robert reported that the marquee sign repair might begin soon, and will hopefully be completed in time for the Christmas evenings on Main Street. While the City Council and the Theater Board both think that the sign modifications are necessary and cost effective, there are artificial limitations on spending imposed by the City's official budgeting process, and this is a concern both for the Board and the City Council.

Robert had consulted with JR on this issue, and it is hoped that future Theater budgets can be submitted that don't impose these constraints. The nature of the Theater's budget is unique because when the number of tickets sold rises--as it has this year--the amount paid for movie rentals rises in tandem, which makes the expenditures higher, even though net income is actually increasing. This causes the budget spending limits to be encroached upon, even though the Theater is not spending more on discretionary items.

Emily was warmly thanked by the Board for her help during the transition to the new manager. She noted that we are getting low on popcorn salt, and that the old supplier, Sam's Club, was difficult to access. After discussion, the Board asked Samantha to check with the local grocery store, as they are now a viable option, to see if they can provide a suitable alternative. She will report to the Board at the December meeting.

Emily also reported that the modifications to the hot water heater in the men's bathroom and the toilet paper dispenser repair were both working well.

The Board then discussed employee wages, focusing on the length of employment and the time since the last wage adjustment for each. There was also consideration given to the impact on the City budget, as mentioned above. **After discussion, Brent moved that the Board review the wages again in six months, and that Valerie, Cara, and Emily get immediate raises of ten percent, and that Natasha receive a raise of five percent.** Austin, a new hire, will be reviewed in six months. Fred seconded the motion. It was approved unanimously, with Jamie abstaining.

The Board then discussed hiring another employee, and decided to table the decision for one month. It asked Samantha to revisit the issue with us at the December meeting.

Brent will be added to the email list from Jen, as his mailings are apparently going astray.

**At 7:11 PM, Brent moved to adjourn, Fred seconded it, and it was approved unanimously.**