

**COMMUNITY PLAYERS BOARD OF DIRECTORS MEETING
AGENDA FOR SEPTEMBER 2, 2020**

Call to Order
Approval of the Minutes
Treasurer's Report
President's Report

Committee Reports

Facilities	Ken Johnson
Hospitality	Rusty Mumford
Membership	Melissa Dasher
Newsletter	Rusty Mumford
Nominating	Sharon Benchoff
Patrons	Kel Nagel
Production	Melissa Dasher
Publicity	Nate Drehmer
Scholarship	Lynne Bratten
Social Media	Shelbie Thompson
Tickets, Season Tickets	David Allen
Other Committee Reports	

OLD BUSINESS

Pay Pal Website Update - David

Other Old Business

NEW BUSINESS

Drive-In Theater update:

Auditions/Casting – Matt Bogdan & Pete Cuesta

Concert – Rusty

Alarm Engineering/ Internet troubles – David

Civic Center Update – Sharon

Other News Business



Proforma Invoice

Community Players
Sharon Benchoff

Account: 00000575
Amount Due: 8,801.82

Community Players - Broadway Around the world (58022)

Start-End: Sat 11/14/2020 07:00 AM - Sun 11/15/2020 11:59 PM

Department Summary

Catering	\$6,131.20
Room Rental	\$1,630.00
Equipment	\$150.00
Labor/Setup	\$439.00
Other Cultural Event Revenue	\$-815.00

<u>Order</u>	<u>Description</u>	<u>Duration</u>	<u>Tax</u>	<u>Units</u>	<u>Rate</u>	<u>Charges</u>
Catering						
Booking Function (11/14/2020 07:00 AM - 11/15/2020 11:59 PM)						
18978	Dinner Buffet-Two Traditional Selections		18.0000%	256.00 PRS	23.95 / EVT	\$6,131.20
Room Rental						
Booking Function (11/14/2020 07:00 AM - 11/15/2020 11:59 PM)						
18970	Midway Room	2.00 Day	10.0000%	1.00 EA	815.00 / DAY	\$1,630.00
Equipment						
Booking Function (11/14/2020 07:00 AM - 11/15/2020 11:59 PM)						
18976	Medium Sound System			1.00 EA	150.00 / EA	\$150.00
	Microphone- Wired			0.00 EA	25.00 / EA	0.00
	Cordless Handheld Microphone			0.00 EA	25.00 / EA	0.00
Total For Equipment:						\$150.00
Labor/Setup						
Booking Function (11/14/2020 07:00 AM - 11/15/2020 11:59 PM)						
18972	First Aid Attendant	1.00 Hour		8.00 EA	29.00 / HR	\$232.00
18973	Stage Manager/Steward DISCOUNT	1.00 Hour		1.00 EA	27.50 / HR	27.50
18983	Event Staff	1.00 Hour		10.00 EA	17.95 / HR	179.50
Total For Labor/Setup:						\$439.00
Other Cultural Event Revenue						
Booking Function (11/14/2020 07:00 AM - 11/15/2020 11:59 PM)						
18977	Sales Adjustment Midway x2			1.00 EA	-815.00 / EA	\$-815.00
Total For Other Cultural Event Revenue:						\$-815.00
Total Services:						\$7,535.20
Capital Improvement Fee, 1,630.00 @ 10.0000%						163.00
Catering Service Charge, 6,131.20 @ 18.0000%						1,103.62
Total Charges:						\$8,801.82

Proforma Invoice

Community Players - Broadway Aaround the world (58022)

Start-End: Sat 11/14/2020 07:00 AM - Sun 11/15/2020 11:59 PM

Invoice Summary

Total Services:	\$7,535.20
Total Taxes:	\$1,266.62
Total Charges:	\$8,801.82
Total Payments:	\$0.00
Total Amount Due:	\$8,801.82

Remit to:
Wicomico Youth & Civic Center
500 Glen Avenue
Salisbury, MD 21804