

# Community Players Monthly Meeting Agenda for September 4, 2024

## Call to Order

Approval of Minutes from August 2024 meeting

Treasurer's Report

President's Report

Committee Reports

Concessions	Brenda Allen
Facilities Management	Ken Johnson
Fundraising	Matt Bogdan
Grants	Matt Bogdan
Historical	Bonnie Bosies
Hospitality	Rusty Mumford
House	Betsy Metzger
Lifetime Achievement Awards	Pete Cuesta
Marketing	Rusty Mumford
Membership	Melissa Dasher
Nominating	Sharon Benchoff
Patrons	Kel Nagel
Performance Space	Kel Nagel
Production	Darrell Mullins
Program	Tom Robinson
Program Advertising	Tom Robinson
Publicity	Pete Cuesta
Scholarship	Lynne Bratten
Season Tickets & Box Office	Darrell Mullins & Rusty Mumford
Social Media	Kate Adkins

## Old Business

1. *Para-Cles* update
2. *Guys and Dolls* update
3. Need for publicity chairperson: Pete Cuesta
4. Approval of risers' purchase
5. Approval of curtains' purchase from Tony Broadbent
6. Tabled discussion of other aspects of performance space needs (waiting to hear from architects)
7. Results of architect meeting on August 22

## New Business

1. Vote on chairs' purchase
2. Architect meeting is scheduled for September 19 at 7 p.m.
3. Fundraising committee meeting is scheduled for September 26 at 7 p.m.
4. Other new business

Next Meeting is October 2 at 6:30 p.m.

## Adjournment

## **Committee Reports for September 4, 2024**

### **Concessions - Brenda Allen**

### **Facilities Management - Ken Johnson**

### **Fundraising - Matt Bogdan**

1. Para-Cles and Shakespeare's Shorts will be performed on Saturday, September 14, at 4 p.m. at the Rackliffe House in Berlin, MD. Bring your own chair. Tickets are \$10 at the door. Shows will be held at Players on November 22 and 23 at 7 p.m. and November 24 at 2 p.m.
2. Trivia Night was held August 30. The next Trivia Night will be held on September 27 at 7 p.m. at Players. Admission is \$5.
3. Edgar Allan Poe: His Tales of Terror will be held at Possum Point Players in Georgetown, DE, on October 18 at 7 p.m., at the Old Firehouse in Snow Hill, MD on October 19 at 7 p.m., and at Poplar Hill Mansion in Salisbury on October 26 at 7 p.m. Shows will be held at Players on November 15 at 7 p.m. and November 17 at 2 p.m. Tickets are \$10.
4. Volunteers are needed to help with the 50/50 raffle at Guys and Dolls shows.
5. We are seeking a fundraising coordinator for Giving Tuesday, which be held December 3.
6. It's a Wonderful Life radio play will be performed at Players on December 20 and 21 at 7 p.m. and December 23 at 2 p.m. Auditions will be held November 10 at 2 p.m. and November 11 at 7 p.m.

### **Grants - Matt Bogdan**

1. A final report for FY24 Grants for Organization for the Maryland State Arts Council was completed and submitted.
2. A final report for Round 2 Arts Relief for the Maryland State Arts Council was completed and submitted.
3. A Maryland State Arts Council Arts Capital Grant was re-applied for. I asked for a grant to pay for sound and lighting equipment.
4. A grant from the Melon Foundation was applied for.
5. A grant from the Poetry Foundation was applied for.

### **Historical - Bonnie Bosies**

### **Hospitality - Rusty Mumford**

### **House - Betsy Metzger**

Nothing else to report.

### **Lifetime Achievement Awards - Pete Cuesta**

The Lifetime Achievement Award committee will meet toward the end of September to review the nominees and vote on this year's recipient. If you wish to nominate an individual, please submit your nominee by September 15th to Sharon Benchoff at [fresnelop@gmail.com](mailto:fresnelop@gmail.com).

### **Marketing - Rusty Mumford**

### **Membership - Melissa Dasher**

Our 2024-25 Membership Drive is underway! According to our organizational Constitution our “dues shall be due September 1 and shall be considered delinquent if not paid by October 31.” Since all officers and members of the Board of Directors, committee chairpersons, and committee members are to be members-in-good-standing I would like to challenge all those on the Board or chairing a committee to be 100% up to date with membership application and dues payment by the October 2nd meeting. Membership info and applications are currently available on paper at the Players building or to print off the website or recent e-mail blast.

### **Nominating - Sharon Benchoff**

Nothing to report.

### **Patrons - Kel Nagel**

### **Performance Space - Kel Nagel**

### **Production - Darrell Mullins**

A Partial Summary of Current Practices

1. Our by-laws say the following regarding the Production Committee:

The Production Committee shall be chaired by the Vice-President. Members of this committee shall represent as many facets of theatrical expertise as possible. The committee shall be comprised of nine members, including the committee chairperson. No member of the committee shall be a potential director submitting a show for consideration, nor a close relative of the director. This committee shall receive titles of shows from potential directors (members and non-members). The committee shall read the shows and discuss the merits of producing each (considerations to include the type of show, cost of the show, cast size, cast type, show availability, etc...). The committee shall list all the shows they feel should be considered to the Board of Directors at the March meeting. There should be at least two (2) or more selections for each of the musical and drama categories. The committee will also recommend a slate of shows for the upcoming season (shows that the committee feels would make a well-rounded season). The committee shall be responsible for distributing copies of all the scripts to each member of the Board of Directors (allowing ample time for reading prior to the April Board of Directors meeting).

2. Per Shelbie Thompson, in August of 2021, the committee process was streamlined as stated below.

The Production Committee is to read musicals and plays submitted by anyone and evaluate each show based on the specific criteria provided in these policies (and any other criteria thought pertinent by the group). Each show will be ranked and a four-show season will be recommended to the Board of Directors at the March Board meeting. A vote will be held at the April Board meeting.

*The production committee is only to review and select shows for mainstage performances. All other shows for consideration of outdoor, partnership shows, other venue or otherwise are to be reviewed and voted on by a 'Special Productions Committee'.*

3. Shows will be evaluated using specific criteria such as audience appeal, technical elements, financial demands, diversity of show types and diversity of cast, among others.
4. A Director's Pitch Meeting will be held in Mid-February. By this time, all submitted shows will be assigned a director. Prior to this meeting, Directors should fill out as much information about the show as possible, including a budget sheet to the best of their ability. Each director will present their show to the Board and Production Committee, conveying their visions, why they want to direct their selected show for Community Players, and any other information they choose to share. It is recommended that all first time directors with Community Players have an experienced CPOS Director on their team as a mentor. The Production Committee will ask directors any questions that have come up in discussions regarding their show. *Board Attendance is heavily encouraged at this meeting.*
5. The Production Committee will take into consideration: discussions and ratings of each show, preferences of slot and venue, directors pitches, and more to recommend a well rounded season to present to the Board of Directors at the March Meeting.
6. Scripts of all show submissions will be available for the Board of Directors to read and review prior to the April Vote. *Board Members are encouraged to read all scripts prior to voting.*
7. Special productions Committee: All performances that fall outside of the Mainstage performances are to be reviewed by a sub-committee. This Special Productions Committee will review all shows that are not submitted for consideration to be a mainstage show in one of the four 'typical' slots. This includes: Weekends on the Lawn, partnership shows with venues like Furnace Town, Christmas Shows, Dinner Theaters, Fundraisers, etc.

It is recommended that this committee be chaired by the Vice President, or whoever is the current Production Committee chair to ensure a well-rounded season of performances for Community Players. Members of this committee can be the same, entirely different, or a combination of that year's Production Committee members.

### **Recommendation:**

Given the success of our Children's Theatre Workshop summer sessions, perhaps we should do more to encourage youth participation in our productions. We know from experience that musicals that feature young people draw large audiences, along with monetary profit. As such, it would be a good idea if our November musical production features youth. There are two ways that those kinds of productions can be submitted. The first would be what has been our norm, a potential director might submit that kind of production. Second, someone could submit that kind of show without a specific director attached. If the committee chooses a show without a director attached, potential directors would be asked to "apply" to direct that show. If more than one person applies, they would be interviewed by the committee and then the committee would make a recommendation. It is important to note that if someone submits a musical that does not feature kids, but the committee sees it as advantageous in other ways, that show would be recommended. If that were to occur, we should perhaps consider involving youth in a "special" production, or another main stage time-slot.

**Program - Tom Robinson**

**Program Advertising - Tom Robinson**

A letter and the pricing for the 2024-25 season has been sent to our past program advertisers. The pricing schedule is attached. If anyone knows of a possible advertiser please send me the information at [tomchicken@aol.com](mailto:tomchicken@aol.com)

**Publicity - Pete Cuesta**

**Scholarship - Lynne Bratten**

No report for scholarship.

**Season Tickets & Box Office - Rusty Mumford**

**Social Media - Kate Adkins**

Please continue to “like, comment and share” CPOS social media posts. Please make sure cast of all productions are aware of our social and ask them to engage and share. It greatly increases our visibility online.

The information on highest and lowest interactions seems to have changed and I could locate the exact information I used last time for this month. There is a graph that our overall reach is lower than last month but our page visits stayed average.

If you have photos to be shared on social media please email Kate at “[mariefox18@gmail.com](mailto:mariefox18@gmail.com)” I do not always see if someone shares stuff due to schedule. If you have info for posting please include an image if you intend to use one, I will have to create one (instagram requires an image to post) not an issue, it just delays the post being shared.