Children’s Ballet Theatre

Executive Board Meeting Minutes

January 9, 2022 7:00 PM via Zoom

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| **Attendees: Quorum:** Yes |
| Hillary Henderson (HH) | **Community Members:**  |
| Kelly Joldersma (KJ) | Lisa Whiting Dobson (LWD) |
| Casie Medina (CM)  | Kate Powers (KP) |
| David Weissling (DW) |  |
| Amy Zaagman (AZ) | Sue Powers (SP) |
|  | **Artistic Staff:** |
|  | Jesse Powers (JP) |
|  | **Absent:** |
|  | Matt Rosendale (MR)Rich Patterson (RPCecilia Stajos (CS) |

KP motions to approve December minutes, DW seconds, none opposed.

Treasurer's Report:

MM resigned as treasurer on 12/31/21, sent reports and notes via email. AZ read notes sent by MM. Starting 2022 with about 2.5 months worth of expenses in bank ($13,500). Netted around $10.500 for show. That plus $12000 in grants cut our deficit, but need to do same in spring in order to not have a deficit.

We lost money on flowers. Probably mostly the amount of presentation bouquets. Thought prices were high enough to cover, but didn’t sell as many as we had in past and thus they weren’t covered.

Full spring show conversation in Feb.

IRS letter on 2012 taxes due. Lally has drafted a letter bc they have a letter showing the case was resolved then. Also communicated about status of 2020 990 and have filed an extension.

AZ spoke with Steve at Lally regarding $11,000 balance. They expect payment. RP felt it was a donation. Steve didn’t seem to think that was the case. More follow up needed.

AZ asks if anyone is willing to be treasurer. At this point, no one steps up.. We don’t have the information we need to move forward. Due to failure to receive past info, prior to MM being treasurer.

AZ suggests checking bylaws to determine if a community board member can be a treasurer. LWD feels it is inappropriate for AZ to have to do everything given we currently have no treasurer. LWD suggests forming an emergency committee. DW reviewing bylaws will let us know what he learns in 15 minutes.

Artistic directors report:

Sleeping Beauty. Has music. Show is 3 acts and prologue. Working to fit that into our format.

HH and AZ have had some email communication with Jesse about an artistic services agreement. There is some work to be done to finalize. Deadline is January 31st. Used Jesse’s last CBt contract as framework. CBT purchasing deliverables from DanceWorks.

Health and safety updates: try to ensure more distancing when eating.

Spring Season google survey about how people will pay-16 replies (plus AZ). Majority intend to pay $600 and don’t intend to change their committee assignments.

AZ updated committee assignments. Will send individual emails to those we haven’t heard from to help us better be informed about what we are looking at in terms of who will return. Will ask for people to do survey by Friday.

Send meetings/edits for master calendar to AZ by the end of the week.

Venue-Holt holding dates for us. Holt currently has capacity limits. CM need to also look at costs.Need to find out what Charlotte and GL have available. Ask MR to reach out to Holt/GL/Charlotte to get quotes.

COVID protocols stay the same, revisit closer to show. LWD felt that most kids did a good job during show. Reinforce distancing when masks off.

JP-Saturday 1/22 GR ballet coming to hold auditions for summer intensive. JP will send AZ info for email to parents and to HH for Facebook.

DW has reviewed bylaws. Mentions elected board members as being officers. Nothing about community members. Discussion around what bylaws mean. LWD would like to help with the treasurer situation. She feels she can help for now until someone else can take over, but she would like a group of people to look at it. She wants to not only handle the current situation, but look at how we got where we are and how we make sure this never happens again. SP happy to help. CM also willing to help/stay on as assistant treasurer.

KJ motions for LWD to be the treasurer. DW seconds. None opposed.

Bylaws do need update and rewrite, but we can’t do that tonight. Need to have a vote of membership. LWD is willing to lead that.

Other business:

Concerns regarding SP not being called in roll call vote in December meeting. This was in relation to SP being moved to ex officio per September 2021 meeting and that is non-voting per by laws.

LWD motions to move SP to community member, with the understanding that she will recuse herself when a vote would benefit her or her son (JP) financially.

Discussion around how to acknowledge donations/in kind gifts. KP has an in kind gift form and letter she will share. Keeping track of what has been donated also helps us realize the full scope of our expenses.

DW asked about meeting minutes being on website. Need a company member to take over website. AZ will have KP show her how to add things to website so minutes and committee lists can be updated. Also need to get someone on outreach and a ticket chair.

Next meeting 2/13/21 at 7:00 PM.

DW moves to adjourn meeting, LWD seconds. Meeting adjourned at 8:34.