Children’s Ballet Theatre

Executive Board Meeting Minutes

June 13, 2021 7:00 PM via Zoom

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| **Attendees: Quorum:** Yes |
| Kelly Joldersma (KJ) | **Community Members:**  |
| Mindy Morgan (MM) | Lisa Whiting Dobson (LWD) |
| Sue Powers (SP) |  |
| Cecilia Stajos (CS) | **Absent:** |
| Amy Zaagman (AZ) | Kate Powers (KP) |
|  | Rich Patterson (RP) |
| **Absent:** | Caryn Rhodes (CR) |
| Hillary Henderson (HH) |  |
| Matt Rosendale (MR) |  |
| David Weissling (DW) |  |

Annual Membership meeting called to order at 7:05 PM by AZ. Company family members present: Kevin Carter, Casie Medina, Chrissy Troutochaud, Pam Yager.

Update to membership

**Financials:** This has been the primary focus of the board this year. MM summarized document that was shared with membership via email (CBT 2020/2021 summary of accounts). Company is currently financially solvent due in part to the PPP loans that were turned to grants. We were able to pay rent, Jesse and Ela using these grants. Company also has a large EIDL loan that will need to be paid back. Most of this money has not been used. We were able to put on two shows this year. We broke even with Nutcracker and lost about $2700 on Snow White (spring show). Committees did great on not overspending budget. We did make some profit from virtual sales in the spring. The biggest difference was that we made much less on dancer/program ads in the spring. The Vertical Raise fundraiser was also a tremendous success. We are doing ok, but need to get ourselves into a better position financially.

Kevin Carter is beginning to transition out of his role as program chair (Devin will be a senior 2021-2022), but is brainstorming ideas on how to make the program even more profitable. Thank you for all of the hard work, Kevin!

**Plan for fall:** We must do better with member recruitment. We are not in a sustainable position with 26 dancers. We would like to create a recruitment/outreach/audition chair position to help with this. We need to have enough dancers to be in a place where tuition covers rent and professional services (Jesse and Ela) and right now it does not.

Wharton is tentatively holding our “normal” spot during Thanksgiving week, but we are unlikely to be able to afford Wharton with our current company size. We are not in the position to take a risk on making enough profit to cover a loss. Board is looking to form an Ad Hoc committee to look into creative ways to make Wharton possible.

AZ opened the floor for questions from membership. Chrissy Trotochaud asked if anyone is negotiating with Wharton. As of now, LWD reached out to Wharton and found they are holding our spot. We need to talk with them about flexibility. Wharton is our #1 goal for Nutcracker 2021, but we cannot do that if it means we will lose $10,000+. Kevin Carter suggested maybe doing less days to make it less expensive. AZ said this has definitely been a consideration for both fall and spring and that as of now everything is on the table. Board will update company as we get further in the planning process.

AZ called regular meeting to order at 7:29 PM

CS motioned and MM seconded approval of the 5/16/2021 minutes.

New Business:

**Nutcracker:** As stated in the general membership meeting, LWD reached out to Wharton and they currently have our traditional dates on how with no capacity limits or other restrictions in place. They are very optimistic at this time.

Board discussed ideas on how to afford Wharton. AZ will contact MM youth orchestra about possibility of their participation. CS will contact MSU Children’s Choir. AZ will look into grants and try to find ways to include multiple organizations. Angela Oliver will help with this. CS suggested contacting Everett dancers, LWD brought up the concern that many of them are not trained dancers. Suggestion was made to start marketing our return to Wharton soon. MM wil draft a press release. Other ideas included auctioning off the role of Mother Ginger and including more CMN dancers.

**Financials:** Company is currently solvent. See summary above in notes from membership meeting. Loss for spring show generally from higher venue cost (due to longer use of venue) and lower program revenue. Currently our revenue is covering Jesse and Ela contracts, but not rent, insurance, etc. We need about 15 more dancers (a company of around 40) to make enough revenue to cover expenses. We have had four dancers express interest in auditioning in August. Summer company must remain revenue neutral. Currently 10-11 level 2 and 3 dancers. Will begin rehearsal July 5 and rehearse during the week. Looking for more performance opportunities.

**Election of Officers:** CS motions officers remain as is--AZ chair, HH vice chair, MM Treasurer, KJ secretary. AZ calls for a vote. Motion passes 6-0.

**Staff Evaluations:** AZ has updated forms for artistic director and ballet mistress. They will be sent to board for comment/feedback. AZ will set evallutions along with a board member w/o a child in the company. LWD asks how can non-dancers/people w/o dance knowledge evaluate technique. Suggests bringing in an outside expert for artistic review/quality review.

 AZ and HH will talk with JP about the CBT/Danceworks business arrangement. How do we want this relationship to look going forward? CS suggests technique classes that do not have a recital expectation.

**Policy Draft:** KJ, SP, and AZ completed a review of the CBT handbook. A draft that includes suggestions, edits and embedded questions. Board is asked to review and be ready to discuss at Julyand August meetings. One important need is to streamline/right-size committees. AZ is going to email chairs and as who/what is needed in their committee. SP suggested considering outside people (ie highschoolers looking for experience and/or volunteer hours) to fill needs. The idea of listing season responsibilities for each member rather than hours required was suggested as well. LWD would like more training for people working backstage. KJ suggested having co-production managers so that one of them is always backstage.

AZ will send out a vote on if July 11 or 18 would be better for next meeting as well as most current by-lawas document for board to look over.

SP motions to adjourn at 9:21, MM seconds.