

Community Players of Salisbury  
Monthly Meeting Minutes  
January 3, 2024

Board Members Present: Tom Robinson, Presiding, Matt Bogdan, Kate Adkins, Sharon Benchoff, Lynne Bratten, Bobbie Calloway, Cass Dasher, Robin Finley, Kyle Hayes, Ken Johnson, Charlie Linton, Darrell Mullins, Rusty Mumford, Kel Nagel, Shelbie Thompson

Other Attendees: Brenda Allen, David Allen, Melissa Dasher, Joe Emond, Betsy Metzger, Debby Nagel, Susan Robinson, Josh Smith

The meeting was called to order at 6:30 pm.

Approval of the Minutes: The December minutes incorrectly listed approving the cost of the Mail-Movers service as \$250 to vet our current list. The actual motion was to have Mail Movers not only vet our current list but mail postcards advertising our shows at a cost of \$2,800. David Allen reported that the final cost was a total of \$2,908.43. The minutes were approved as amended.

Treasurer's Report: The Treasurer's report was approved with the following changes: Instead of listing "Crimes of the Heart," it should have listed "Vanya, Sonia, Masha and Spike." Kel Nagel suggested we include the of our building.

President's Report: Tom Robinson thanked those involved in clearing the front rooms impacted by recent flooding.

Committee Reports:

Facilities Management: Reports/Discussion were as follows:

1. Ken Johnson reported that the kitchen sink requires the services of a plumber. David Allen offered to take at it.
2. Lynne Bratten asked about the cement buffers outside of the building. Tom Robinson commented that they were not permanent.
3. Tom Robinson commented that we should have the septic tank pumped.
4. David Allen commented that our fire extinguishers are out of date.

Fundraising: Matt Bogdan reported as follows:

1. The Old-Time Radio Christmas show fundraiser, held in December, was a success. It was performed in Snow Hill and at the Players Playhouse and raised approximately \$1200.
2. Giving Tuesday was held in late November and netted a profit of \$2299.19.
3. Tentative fundraisers for 2024 are as follows: special production focusing on the Harlem Renaissance in February, a Movie Night in March, a Comedy Night in April, a Kids Show in May, a New Directors' One-Act Play Showcase in July, and a One-Act Play Festival involving local community theaters in August.
4. The next fundraising meeting will be held at Players on Tuesday January 17, 2024, at 6:30 p.m., during which the Capital Campaign will be discussed. All are invited to attend.

Grants: Matt Bogdan reported as follows:

1. Submitted a Mid-Year report to Maryland State Arts Council for Grants for Organizations funding.
2. Sent a letter of interest to Arts, a new grant program launched by the National Endowment for the Arts (NEA).
3. Sent application for a Google Ad grant.
4. Sent application for grant from Nora Roberts Foundation.
5. Began work on reports to Beach to Bay Area Heritage and Community Foundation of the Eastern Shore for the grants we received (\$5,375) to produce Paths to Freedom: The Underground Railroad on Maryland's Eastern Shore (with scenes from Uncle Tom's Cabin).
6. Began work on a project in order to receive another grant from Beach to Bay Heritage Area by contacting Jim Duffy, the author of "You Wouldn't Believe!" who shares 44 true-life tales that run the gamut from adventure to comedy, from romance to murder, on Delmarva. Turning his tales into a stage production, will fit under the category of promoting Eastern Shore heritage.
7. Began work on letter of inquiry to the Community Foundation of the Eastern Shore for a Community Needs Grant of \$10,000. The due date is January 22, 2024, and the letter of inquiry will explain the impact our organization makes in our region, the amount requested, and intended use of funds. Invitation for full application is February 1. Applicants will submit final applications by February 18. Awards will be announced in April 2024.
8. Scheduled discussion of Capital Campaign at Fundraising Committee meeting to be held Tuesday, January 16, at 6:30 p.m.
9. Decision needs to be made by board on whether or not to continue to pay for his services as grant writer.

Membership:

Melissa Dasher reported as follows:

1. We currently have 182 members.
2. 167 are voting eligible members: this includes 97 Patron members, 37 with Family memberships & 33 with Individual memberships.
3. We also have 15 non-voting student members.
4. Reminder – Our membership year follows our main stage season, from September 1, 2023 through August 31, 2024.

Melissa was asked how these numbers compare to last year' she reported that last year we had a total of 211 members.

Hospitality: Rusty Mumford reported that at present we will be hospitable "in spirit" until we finish with flooding cleanup.

Social Media: Kate Adkins reported as follows:

1. She has been posting as often as she can without being redundant.
2. She is looking forward to working with the publicity committee.
3. Rumors cast bios and ticket information is being posted.
4. A post for Vania, Sonia, Masha and Spike will be posted soon.

Season Tickets/Box Office: Darrell Mullins reported that so far we have sold 151 tickets for "Rumors."

Patrons: Kel Nagel reported that we have 2-3 new patrons and that an email has been sent for "Rumors" Patron tickets.

Historical: No Report

Concessions: Brenda Allen reported that concessions sales went well for the Radio Show.

Program/Program Ads: Tom Robinson reported that he is gathering "Rumors" bios for the program.

Publicity: Debby Nagel reported as follows

1. Yard signs for Rumors are printed and ready for display.
2. 50 signs for a total of \$187.50.
3. Signs will go out two weeks before the first performance.
4. Two banners are in production. These can be displayed at the corner of Eastern Shore Drive and College Blvd and WI Middle School starting Jan. 11. Cost per item is \$40 plus shipping and handling. If quality is good, she will set up an account with Neighborhood Signs and supply our tax-exempt number.
5. Sherri has opted to forgo the expense of billboards.
6. Two advertisements will be in the Salisbury Independent.
7. Kel Nagel will contact Keith Demko about promotional material in the Daily Times and Susan Parker about an article in the Salisbury Independent.
8. Charlie Paparella has retired from WBOC. He was a strong supporter of Community Players and frequently highlighted our shows on Travels With Charlie. She does not think anyone is picking up this segment so we can no longer count on this type of exposure. Each director is encouraged to contact the studio for possible inclusion on Delmarva Life. Annie Hearne showrunner DelmarvaLife/WBOC TV-16 1729 N. Salisbury Blvd. Salisbury, MD 21801 443-880-9153 office 443-366-1548 cell

As Joe Emond was at the meeting, she asked his permission to have a banner at his worksite. Joe agreed to that.

Nominating: Nothing to report.

Production: Matt Bogdan reported that the deadline for show submissions has past and that he is in the process of ordering scripts for the committee.

Scholarship: Lynne Bratten reported that she sent scholarship materials to the Board for its review and acceptance.

Lifetime Achievement: Nothing to Report

House: Betsy Metzger reported that she will be sending out requests for "Rumors" ushers.

### Old Business

- "Rumors" Update: Rusty Mumford reported as follows:

- The show is fully blocked.
- The show is very funny.
- We still need a props person.

-“Old Time Radio Show” Final Update: Matt Bogdan reported as follows:

- The show was successful.
- We made \$1200.
- Audiences seemed to enjoy the production.

-Parking Lot/Gutters: Tom Robinson reported as follows:

- We can take down the fence.
- Gutters have been cleaned and extensions are in.

Ken Johnson commented that there are still some puddles due parking lot work.

Brenda Allen asked if the white fence will be reinstalled.

Charlie Linton presented a proposal for the following:

- Building Wash
- Fence Cleaning
- Concrete Cleaning
- Gutter Cleaning
- Gutter Guard Installation

The proposal will cost \$7,995.00.

After discussion of the proposal the motion was tabled until we learn whether or not we can get a grant to cover the cost. Additional discussion focused on the difficulty in understanding this and other financial proposals. Rusty Mumford volunteered to create a chart that would clarify.

-WorWic Update for Vanya and Sasha and Masha and Spike.

- Tom Robinson reported that we have tentative approval for April dates. The dates will be finalized by mid to late January.
- Debby Nagel suggested we put a banner for “Vanya...” in the lobby during the run of “Rumors.”

-Performance Space Update

- Tom Robinson reported that we have a Fire Door proposal to submit for a grant.
- Kel Nagel reported that he requested RFPs to three architectural firms on November 1. Two representatives came for a building tour on November 8. They will provide proposals by January 8. Kel also commented that we need an architect’s involvement in order to potentially qualify for a Henson Foundation grant.
- Matt Bogdan commented that we might be able to get an MSCA grant to cover the cost of hiring an architect.
- Lynne Bratten asked if the potential costume storage space above is off the table. Tom Robinson reported that we cannot get approval as the ceiling is not high enough. Lynne also commented that perhaps we should get a second opinion on hiring an architect.

#### Other Old Business

- Shelbie Thompson reported that our “Giving Tuesday” check is on the way.
- Rusty Mumford reported that the ad hoc committee don marketing has been formed. He will be serving as Chair. The committee will be partnering with Dr. McGorry and some marketing graduate students to make a student project of developing a marketing plan for CPOS.

## New Business

### Front Room Floors:

- Matt Bogdan reported that he received 3 proposals. Further, Joe Emond was at the meeting to provide advice.
- Lynne Bratten expressed a preference for a “smooth floor” replacement. Matt Bogdan suggested we stick with concrete and insurance will not cover the cost of carpeting.
- Matt Bogdan went on to say we need to vote now based on the proposals we have.
- After further discussion, seeking clarification on the proposals, the decision was to wait a bit for additional clarification and then vote via email.

As there was no other business, Rusty Mumford/Bobbie Calloway moved to adjourn the meeting. Motion passed.

Meeting Adjourned at 7:33 pm.