

Lewiston Civic Theatre Annual Members Meeting  
Minutes  
Tuesday, August 8, 2017

Present: Shelly Renzelman, Kathy Witt, Megan Grubb, Linda Torgerson, Gary Wilson, Glory Deniston

Not present/excused: Amanda Klempel, Cheryl Tousley

Also present: Nancy McIntosh, executive director; 34 members of the Civic Theatre

1. Call to order: 6:06
2. Public comments
  - a. It was suggested that the required number of board members should be set (instead of saying between 3-12) so the number of people on the board would be consistent.
  - b. A number of people said that they felt like they would like more information about what the direction the theatre as a whole is going.
  - c. There is a concern that information is not getting out to the public in a timely or consistent manner. Because some people do not have internet, depending on Facebook or e-mail might alienate certain members of the community, especially senior citizens.
  - d. The need for more volunteers for committees and events needs to be publicized more.
    - i. It was noted that a volunteer signup sheets is sent out via e-mail for all of the shows for positions such as house manager and usher, and a similar sheet could be used for other events.
  - e. There was a question as to why there was not an advertisement in the Tribune about the meeting or a possible need for board members.
  - f. It was suggested that the minutes from the monthly board meetings should go onto the website.
  - g. There was concern that the community thinks that the Civic Theatre is hiding things because there isn't more information about some things such as board meetings.
    - i. It was noted by the board that the meetings are always on the second Tuesday of the month, and members are always welcome.
  - h. There was concern about what was felt as too little advertising for Peter Pan.
  - i. The need for a volunteer coordinator was discussed (a volunteer position.). It was suggested that a LCSC intern might be interested.
  - j. Dave Marren is developing an electronic newsletter that will be attached to the website. It was noted that hard copies might be valuable as well.
3. Approval of last year's minutes and the financial report will be postponed until next meeting.
4. Building information

- a. The city is allowing the Civic to go into the former Theatre building on 8th street one more time. This will most likely happen on September 9-10. On Saturday, larger items such as lights and drops will be removed , and on Sunday, smaller items such as props will be removed.
    - i. Volunteers must be 18 to go into the building.
    - ii. It is unknown exactly where people will be allowed to go, but it is unlikely that anything in the attic will be removed.
  - b. President Shelly Renzelman gave a presentation about the building from last summer to today. The building is now owned by the City of Lewiston, and the Lewiston Civic Theatre has an office on Main Street. Shows have been, and will continue to be, performed in various locations in the LC Valley.
5. Season recap
- a. Shelly gave a presentation showing financial summaries from each of the shows in the 2016-2017 season.
6. Committee notes
- a. Education and Outreach
    - i. There are many new classes that will be starting in the fall for both kids and adults. Information can be found at lctheatre.org or the Facebook page.
  - b. Financial Committee
    - i. The theatre has received a number of sponsors for the upcoming season. The committee will be meeting again soon. A time and place, along with information for people who might want to be a part of the committee, will be announced in the next few weeks.
  - c. Production committee
    - i. The production committee will be assigned in September, and information about meetings will be given then.
7. By-law changes
- a. There was a motion to change the wording of one of the amendments to the by-laws. The motion to change the wording was approved.
  - b. Joan Burrow made and motion that the amendments (as changed) be approved; John Stanley 2nd.
  - c. The amendments to the by-laws were approved by majority vote.
  - d. The bylaws are available by contacting the office.
8. Change of business name
- a. There was discussion about the possibility of changing the name of the business from the Lewiston Civic Theatre to something that would include the name of both Lewiston and Clarkston. After much debate, it was decided that a vote would not be taken due to lack of consensus about the name or if it was the time to do so.
9. Meeting was adjourned at 8:25

Kathy Witt

Former LCT board member/vice-president