



## Board Meeting Minutes

September 13, 2023

6:00 PM by Zoom

**Present:** Nathan Moore, “C” Heaps, Adam Ostrander, Karen Libman, Marian Camille Yoder, Grace Gheen (Prospective Board Member)

**Absent:** Michael Vasicek, Connor Klock

1. Call to Order: 6:05 PM
2. Sharing: Celebrations, Cares, and Concerns
  - a. School year is going well for CH so far - they just designed a game that will be played tomorrow, and just began directing the high school’s production of “A Midsummer Night’s Dream.”
  - b. Introduction of GG to AO and MCY, and vice versa.
  - c. MV not present, but NM has received written correspondence (via text) from MV making him MV’s proxy.
3. Review and Approval of July and August Minutes
  - a. Proposed amendment of July Minutes to include adjournment time of 7:30 PM.
    - i. All in favor, Minutes amended.
  - b. Motion to approve both the July Minutes as amended and the August Minutes.
    - i. NM motion to approve both sets of Minutes
    - ii. CH second
    - iii. Passes unanimously
4. Reports from Board Members
  - a. CK & CH Contracts
    - i. AO is working on the contract, which is largely complete. Some specific details are still being amended - such as the specific amounts being paid, the method of payment, and the need to adjust the title being used for the positions in some places in the job descriptions - but the contracts are largely complete.
    - ii. AO will amend contracts and have them ready for the Board to vote on at the September 23 Strategic Planning meeting.
  - b. Lady’s Museum
    - i. Very lovely site, but not necessarily an option for us in using as a site for putting on shows.
  - c. WMU Marketing capstone class



- i. KL, CK, & CH have met with the class twice.
    - ii. Capstone class being used this semester to design a marketing plan that can be used by QTK.
- 5. Report from Associate Artistic Director
  - a. BiCycle auditions will be next week at OutFront.
    - i. CK is looking into using All Ears Theatre space for rehearsals.
    - ii. Looking into using K College “dungeon” space for performances.
      - 1. May work out well, as both one of CK’s contacts and the author work at K College.
    - iii. ASL interpreted show will be held on October 21.
      - 1. Theatre Kalamazoo will pay for this.
      - 2. Tangentially related, QTK should be on the lookout for volunteers who would be willing to become trained to do audio descriptions as an option for accessibility for shows.
  - b. Shedding the Antlers
    - i. CK talking to potential director of show
      - 1. Nothing official yet, but working on it.
  - c. Turning Over New Leaf
    - i. Staged reading done in New York.
    - ii. QTK was given a shout out for the full production being performed this coming season.
  - d. General Items
    - i. Theatre Kalamazoo will be hosting an event on Sunday 9/17 at 5:00 PM in Bronsosl Park. Connor will make a QTK announcement from the mainstage.
    - ii. QTK, Face Off, and All Ears Theatre is in the process of planning a 48 Hour Play Festival at the end of our Season (May/June of 2024).
- 6. Report from Associate Executive Director
  - a. LGBTQ+ Equality Fund approved
    - i. \$5,000 will be received shortly.
  - b. Upjohn grant submitted
    - i. Believes that request will be granted as written.
  - c. Humanities grant will not be submitted this year
    - i. Our schedule for this coming year does not hit the markers on this grant.
    - ii. This will still stay on the grant cycle, as it may still be an option for next season.
  - d. Community Foundation grant



- i. Being worked on, though there is no specific, pressing deadline, so CH will be working on it over the course of the month
  - e. Check received from Center Stage Theatre
    - i. Not large, but was still a lovely thing to receive.
    - ii. KL will send them a thank you.
  - f. Another check that has not yet been deposited
    - i. Remainder of a grant that has been in our account for a while. CH thinks it best to wait and check with Kristen Chesak to make sure it is still appropriate to deposit the check.
- 7. Board Recruitment
  - a. GG is interested, but very busy, so is still considering whether Board participation is an option for her.
  - b. Unfortunately Molly is not able to stay on the board. She's very busy with school.
  - c. We are still in grave need of another board member; in particular a treasurer.
- 8. Fundraiser Discussion
  - a. We need to plan another fundraiser before the end of 2023. We will have additional discussion at the September strategic planning session.
    - i. Another "Come Out For Queer Theatre" story event is a strong possibility.
  - b. There's interest in selling branded (or slogan) higher quality merchandise. A stage with rainbow curtains was lifted up as a possible image idea for t-shirts.
  - c. Dispensaries are a possibility for sponsorships.
- 9. New Business
  - a. Connor will be leaving the country for 10 days at the beginning of November. They will be unreachable during this time.
- 10. Adjournment:
  - a. Adjourned 7:22 PM

Reminder: Strategic Planning Meeting on Sept. 23 at noon (12:00?) at Michael's home.