



Board Meeting Agenda

August 9, 2023
6:00 PM by Zoom

Present: Nathan Moore, “C” Heaps, Adam Ostrander, Connar Klock, Karen Libman, Michael Vasicek, Marian Camille Yoder, Molly Lewis

Absent:

1. Call to Order: 6:06 PM
2. Sharing: Celebrations, Cares, and Concerns
 1. CH
 1. School training began today, and with it came various charity-related activities
 2. NM
 1. NM’s band is playing at the City Center on the Kalamazoo Mall this Friday.
 3. ML
 1. Show went well, just returned today. CK attended.
 4. CK
 1. Show went well, though there were some issues with the people running the festival that interfered with putting the show on.
3. Review and Approval of July Minutes
 1. Minutes may have been emailed out, but do not seem to have been uploaded to the QTK drive. July Minutes will be uploaded prior to September’s meeting, and the Minutes will be reviewed and approved at that time.
 2. AO thanks MV & CH for their taking Minutes while he was unexpectedly unavailable for the July meeting.
4. Decide on time for in-person strategic planning session
 1. MV & ML did a great deal of work on the website
 2. Board believes that one more in-person strategic planning session is needed
 3. Discussion had to determine the date, time, and location
 1. September 23, 2023, at MV’s home
5. Report from Associate Artistic Director
 1. Has script from one of the authors



2. Auditions will be held at OutFront
3. CK believes that there is a performing space at the Ladies' Library and wants to explore this
 1. ML has connection at the Ladies' Library and will set up a meeting and tour of the Ladies' Library. KL would also like to attend this meeting.
4. Question from CK about contract
 1. Will be gone over by AO and CK
5. First show, Blycycle, will open in mid-October
6. Report from Associate Executive Director
 1. Financial reports addressed
 1. Monthly activity
 1. \$1448.38 corporate contributions (change for change) came in
 2. \$75 recurring donation came in
 3. \$75 rent went out
 4. \$85 Quickbooks fee
 5. Accounting fee
 6. Total of \$1100 gain on the month
 2. Total
 1. \$11,370.51
 1. \$4500 of this is restricted for the Shedding the Antlers show.
 2. Total assets need to be evaluated and reviewed by CK and CH to ensure they are worth what we have them recorded
 2. Board member donations will be tracked separately from other contributions
 3. Grants being written/sought
 1. CH asks for any stories or narratives
 1. 3 with quick deadlines, others that are more open-ended
 2. Gilmore Foundation
 1. Smaller ask than what we had been planning to ask for, but is precisely what we budgeted for
 2. Quicker turn around
 3. Dalton Foundation



1. Have not heard back from them yet
4. Upjohn Institute
 1. Contacted them, will have phone call tomorrow to determine what will be an appropriate ask will be
5. Kalamazoo Community Foundation's LGBT Equality fund
 1. 20 days out, this is more time-sensitive
 2. \$5000
7. Website updates
 1. MV gives update on work that MV & ML have done
 1. Originally followed HJ's vision and intention - getting the minimum viable option launched ASAP
 2. Have ideas about what should be launched in the next few months, but will add to that list following the workshop on September 23.
 3. Submissions have already been received for individuals looking to be on "newsletter," "email blast," or whatever we decide to call our regular or semi-regular update.
8. Board recruitment
 1. MCY present at meeting.
 1. Fan of theater.
 2. Has background in non-profit structure, revising documents to make them more inclusive, writing mission statements, strategic planning, and some small experience in grant writing.
 3. Is currently a work-from-home project manager.
 4. Recently moved to Kalamazoo, having lived on the West Coast for several years.
 5. After MCY left meeting, vote was taken as to MCY's recruitment to the board:
 1. KL motion to offer a place on the Board to MCY
 2. MV second
 3. Passes with 5 in favor, 0 against, and 1 abstention
 4. KL will reach out to MCY with offer to join the Board this evening
 2. Other Board recruitment possibilities
 1. KL found someone in finance in GR that may be interested
 2. AO found someone in BC who is a drag performer and entertainment manager of a music venue that may be interested



3. CK found someone who has been invited to join the KSO board that may be more interested in the QTK board
 4. KD was asked to come back, but indicated that he was not interested in coming back
 5. NM had asked someone from work, but she is not able to
9. Fundraiser discussion
1. KL proposal to have 2 fundraisers this year
 1. With Bcycle going forward in October, it may be best to put on a fundraiser between mid-November and early-December
 2. Second fundraiser will likely go well in June for Pride month
10. New Business
1. CH will most likely leave the Board shortly to take on the role as the Managing Director once more.
11. Adjournment: 7:23 PM