



Board of Directors
Annual Meeting
Minutes

September 7, 2014

Revised 9/21/14

- 1) Call to Order at 6:52 PM. Present: Jason Teeter, Amy Nelson, Breck McHenry, Angela Griffith, Jeannie Vechinsky, Scott Vechinsky, Kim Stachiowak, Alyssa DeJong, Bob Horton, Eve Horton, Nikolai Vechinsky, Kayla Zilisch, Nick Dingman, Tom Kemmeter, Bryan Engfer, Beth Miller
- 2) Approve Annual Board Meeting minutes from 2013: Motion: Bryan; Seconded by: Alyssa. Approved by a majority of members present.
- 3) Treasurer's Report (attached): Motion: Kim; Seconded by: Jeannie. Approved by a majority of members present.
- 4) Vice President's Report: There were 16 memberships over the past season, including our first-ever Tony-level membership. Board members are required to be members of FACT.
- 5) Team Reports
 - a. Costume: Over the past season, ~100 man-hours were spent to get (and keep) the costume storage facility in order. Costumes were provided for FACT shows. Costumes are also rented out to the public, including other school and community theater performances. Costume rental is free of charge for members; otherwise the cost is \$10 per costume with a maximum rental fee of \$100.
 - b. Sunshine: A number of memorials and get well wishes were sent.
- 6) 2013-2014 Review
 - a. Thank you to the other members of the 2013-2014 Executive Board.
 - b. There was a core group that provided a huge amount of work behind the scenes for all the shows over the 2013-2014 season: Breck McHenry for working on the sets for every show this year; Angela Griffith for doing the costumes for the shows this year; Aimee Hanyzewski, who did stage direction and lighting for almost every show; Sam Jaeger for doing lighting for almost every show; Alyssa DeJong for doing PR for the shows this season, Laurie McHenry for running the box office, and Beth Miller for doing props for several shows this season.

- c. *Harvey* directed by Jodi and assisted by Kim Stachiwak: 3 performances at Luther Elementary October 18th - 20th. Had a good turnout and was very much enjoyed.
- d. Fort Atkinson Holiday Parade November 3rd: 1940s themed to promote the 1940s Radio Hour, lip-synching 1940s songs; everyone involved had a great time.
- e. *1940s Radio Hour* directed by Aimee Hanyzewski: January 31 – February 2nd at High School. Very well attended (almost 500 tickets sold). A wonderful opportunity to perform with the Main Street Band. Dave Stedman was a key link between the cast and band. The band is interested in working with FACT again in the future.
- f. Youth FACT: *Princess Whatsername* directed by Bob Horton and assisted by Angela Griffith: March 15-16 at Luther Elementary. Had an overwhelming community response (~300 people per show and over 50 kids in the performance). Luther was so full that we are going to try to get the Youth FACT performances back into the High School for the coming year.
- g. *Wizard of Oz* directed by Trudianne Thom; vocal direction by Adam Triebold: 4 performances July 24th – 26th, averaging over 300 people per performance. This show involved over 115 people (actors, pit and production/ technical crew). The artistic and technical work that went into the show was outstanding. Donation baskets for concessions at intermission raised ~\$750 for the Humane Society. *Nick Nikolai* handled the lighting and pyrotechnics for the show and did a fantastic job.
- h. Summer Gala was catered by Tim Stachiwak. FACT would like to extend their thanks for a wonderful job.
- i. Readers Theater: A new show, *Pippi Longstocking*, was debuted for the entire Luther Elementary school May 14th and was very well received. The show *Frog and Toad* was also performed at St. John's Elementary April 13th. Thanks to Amy and Angie who are the primary leads for the Reader's Theater program.
- j. A Matter of FACT: In February of this year began a new a cappella singing group. The group's first performance was on August 11. The group sings a variety of styles and is hoping to increase number of performances.
- k. Comstock Scholarships: This spring we awarded \$1000 to Hannah Engstrom and \$500 to Thomas McDonald. Assuming they meet the requirements of the scholarship, the scholarships will be provided to the students in the spring.

7) 2014-2015 Preview

- a. *Arts & Sparks*: FACT has been invited to participate in this event September 20th by the Fort Art Council. We will provide a photo booth for visitors to dress up and take pictures. Reader's Theater will perform *Pippi Longstocking* at 10:00 AM and *A Matter of FACT* will perform at 11:30 AM. There was a large article in the paper advertising FACT, Amy and our participation in the program.
- b. *Broadway actress master class*: A Broadway actress in town to perform at Fireside contacted FACT about leading a series of theater-related workshops. She will perform a three-week series in two age groups (2nd grade through 8th grade; high school and up). She will lead one-hour classes on 1) The business of acting & Improv; 2) Monologue Critique (for the younger group) or Audition Techniques (for the older group); and 3) Musical Theater/ Dance. The cost will be \$15 per participant per class. Each class will be capped at 20 participants. More details will follow over the next few weeks. There has been some discussion about FACT subsidizing some of the classes.

- c. *Cliffhanger* directed by Scott Vechinsky and assisted by Kim Stachiowak: October 10-11 (7 pm) and 11 (2 pm) at Luther. There are a total of 5 people in the cast and it is going to be amazing.
- d. Youth Fact: This year's musical will be *Once Upon a Leprechaun* directed by Bob Horton, assisted by Angela Griffith, with musical direction by Nicole McCarty. There are 3 different story lines and it is highly adaptable to whatever number of children that would like to participate and also have different groups that can hold separate rehearsals. The performances will be in March.
- e. *Fiddler on the Roof* directed by Jeannie Vechinsky will be the musical for the summer of 2015.
- f. Holiday-time performances: Scott Vechinsky has found two different versions of *A Christmas Carol* that would be a minimal cost to put on that he would consider directing for this holiday season.

8) Board Member Election for 2014-15

- i. Board members with one year of their two-year term remaining:
 - 1. Jason Teeter
 - 2. Kim Stachiowak
 - 3. Bob Horton
- ii. Elections:
 - 1. Election of the following people for two-year appointments:
Motion by: Bryan, Seconded by: Alyssa. Approved by a majority of members present.
 - a. Amy Nelson
 - b. Angela Griffith
 - c. Scott Vechinsky
 - 2. Election of the following people for one-year appointments:
Motion by: Alyssa, Seconded by: Scott. Approved by a majority of members present.
 - a. Breck McHenry
 - b. Sam Jaeger
 - c. Alyssa DeJong
 - d. Jeannie Vechinsky
 - e. Nick Dingman
 - 3. Election of the following person for the Student Representative:
Approved by a majority of members present.
 - a. Kayla Zilisch
- iii. One one-year appointment for the FACT board of directors remains open at this time. Beth Miller will remain as the FACT historian.

9) Thank you to Jason Teeter for serving as the FACT President over the past season.

10) Adjourn at 7:50 PM. Motion by: Kim; Seconded by: Jeannie seconds. Approved by a majority of members present.

Respectfully submitted,



Angela Griffith, FACT Secretary



Annual Treasurer's Report for 2013/2014 Season

August 31, 2014

Revenue

| | |
|--|-----------------|
| Shows (net before Comstock percentage transferred) | |
| <i>Harvey</i> | 352.78 |
| <i>The 1940s Radio Hour</i> | 1,372.51 |
| <i>Princess Whatsername</i> | 1,485.25 |
| <i>The Wizard of Oz</i> | <u>2,598.67</u> |
| SubTotal | \$5,809.21 |
| | |
| Costume Rental | 360.00 |
| Memberships | 1,405.00 |
| Interest, Memorial, Other | <u>4.38</u> |
| Total net revenue | \$7,578.59 |

Shared Expenses

| | |
|--|---------------|
| <i>Matter of FACT</i> expenses | 68.75 |
| Administration | 547.87 |
| Comstock | 0.00 |
| Costume (including storage rent) | 632.90 |
| Dues (WACT and Chamber) | 190.00 |
| Donation (Humane Society) | 57.28 |
| Insurance | 252.00 |
| Misc | 7.32 |
| Public Relations (parade, gala, year-end ad) | 887.34 |
| Technical | 1,364.63 |
| Sunshine | <u>205.79</u> |
| Total | \$4,213.88 |

Net Income \$3,364.71

Summary

- Checking balance: \$10,934.86
- Comstock balance: \$3,608.55
- Edward Jones balance: \$6,315.88

Respectfully submitted

Breck McHenry, FACT Treasurer