

**Pacific Okinawa Players General Meeting
Monday 6 January 2014**

Officers present:

Jeanadette Ayres: Vice-President, acting Recording Secretary
Jackie Groth: Treasurer
Christine Smith: Artistic Director
Todd Hyson: Ombudsman
Gracie Leiper: Membership Secretary
Zaneta Padilla: Publicist
Cathy Pickens: Historian

Meeting called to order at 6:07pm.

Minutes: Motion by Todd Hyson to approve minutes from last month's meeting as available on the website, seconded by Marie Hyson. Motion carried.

Officers' Reports:

- Vice President yields to Membership Secretary for important announcement: Trystan Brakefield has resigned from presidency as of tonight, via email. Email was read aloud by Grace per Trystan's request. In her email she states that she will continue to work with us so as to not completely walk away and/or leave any unfinished business.
- As Vice President, Jeanadette Ayres now moves into Presidency. She will do her best to fulfill her duties. Please bear with her in this time of transition.

Treasurer Report: for reasons of privacy, this report is only announced at the meeting.

Artistic Director: Christine has blank proposal forms to be filled out if anyone is interested in directing a play for next year's season. Should you like to direct next year, there will be a meeting on 19 Jan 2014. You will need the title of the play, name of the author, and the company that holds the rights. If you need any help finding this information or filling out the perusal form, she can help you at said meeting.

Membership:

Membership cards are not in yet. They have been ordered. For Lifetime members, it was suggested to indicate this on their cards. If you need to renew, you can do so online at the website or with Grace in person. If you choose to do it online, eventually you will still need to see Grace, because she needs it in writing.

Publicist:

- AFN has given us a second radio spot! We now do the morning show every first Thursday at 0700 and the afternoon every third Friday at 1600.
- On December 10th we reached 400 fans on our FB like page. We are now up to 435! With some page promotion, we had 493 people see one particular post! Word about our organization is getting out!
- We have an Instagram and Twitter page! @OkiPOPs is our handle for both. Although there are fewer Twitter users in Okinawa, it will allow us to simultaneously post our FB updates and tweets as well as pictures.
- We have new t-shirts! Thanks to Yuen for heading up this project, our new shirts should come in January 15th!

Old Business:

SWP

- Krista H., Stage Manager, states that the show was a rousing success! They had a full house on Christmas Day. The USO was very accommodating with whatever needs POPs had throughout the showings.
- Trystan B. sent Christine the following notes/report:
 - Net profit was 2061.61
 - A donation of \$65 from the show's concessions was made to the USO.
 - Approx. 500 people attended the show.

Aristocats Kids

- Going well with a full cast of 31, after 120+ had auditioned.
- This week reviewing music and starting choreography
- Show Dates are as follows:
 1. Fri 21 Feb, Sat 22 Feb, and Sun 23 Feb
 2. Fri 28 Feb, Sat 1 Mar, and Sun 2 Mar
- Show Times:
 1. Afternoon: 3pm
 2. Evenings: 7pm
- Set Building:
 1. Sat 18 Jan 9am-3pm
 2. Mon 20 Jan (no school this day) 9am-3pm
- Posters will be coming shortly to be distributed.

Advertising:

Facebook:

- Trystan tested FB advertising with approx. \$30. The money came from the PayPal account. The Board agreed that this would fall under the budgeted publicity account.
- Grace mentioned that if you don't put money into a fan/like page, it appears that FB starts "hiding" it.
- Trystan ran the ads for approx. 2days, just in time for her show to open. She showed less people reached for POPs once the advertising had ended.
- FB ads also allow you to see how many people we have reached.
- We can set whatever amount of \$ to use for FB advertising, and how long/often they run. The max being that you've reached the amount you've put in. Money is not charged until ad is stopped or money runs out.
- Using the FB ads was suggested to be left up to the current director, and then from there, contact the Publicist to work out ad details.
- To help with getting our name out there, Cathy suggested that she could come in once a week to take pictures, and then post them to FB, having members tagged, to be seen by their friends.

General:

Word of mouth seemed to be the consensus for our best form of advertising; however, we will continue to research all possibilities. Your Board is always thinking in the best interest of our organization.

Other:

Mark Honnold and Benjamin Ayres expressed interest in learning the new light board. We will get back with them ASAP.

New Business:

TAMS-Whitmark Bill:

- We have an outstanding bill for Tams-Whitmark for \$1,152.50, all in regards to Wizard of Oz.
 1. \$179.59 for "Expedited" shipping fees, which Army Entertainment does not cover for us
 2. \$45 for 3 missing regular scripts
 3. \$65 for 1 conductor's script
 4. \$865 2mos worth of late fees, even though we were 3months late.
- We must pay the bill or lose our good standing with them. Board agrees to pay, however it must also be presented to the membership due to the amount being over \$200.
- Further discussion reflected that better accountability must to happen in order to prevent this situation from reoccurring, such as requiring a refundable deposit in order to receive your script, so long as the script is returned.
- This bill was brought to membership to vote due to being over \$200. Motion to pay this bill by Todd H., seconded by Marie H. Motion carried and bill will be paid.

Nominations:

- VP is now vacant. Floor was opened to nominations at this time. Heather Havel and Melanie Bales were both nominated and have since declined.

Other Business:

Night of One Acts:

- Auditions are set for Wed 5 Mar
- One Acts are as follows:
 1. Artistic Impression directed by Zaneta Pedilla
 2. After the Ball Drop directed by Krista Hurley
 3. Couch Potato directed by Tony Bird
 4. Boy Meets Girl by Grace Leiper
- Tony is still looking for an assistant director if anyone is interested, especially to receive credit towards direction a show of his/her own in the future. He also still needs people for sound and lighting.

No other business, therefore motion to adjourn by Todd H., seconded by Jonathan P.
Meeting adjourned 6:44pm.

Respectfully submitted,
Jeanadette Ayres
Acting Recording Secretary