

## Pacific Okinawa Players (POPs)

General Meeting Minutes

Monday, March 2, 2015

Kadena Elementary School, Room C-13

**Meeting called to order @ 5:59 by President Jeanadette Ayres. Minutes from the February 2015 general meeting were approved as written and posted on website.**

**There were no new introductions.**

### Officer's Reports

- President, Jeanadette Ayres: No report at this time.
- Treasurer, Becky Thomas: Not present.
- Vice President, Krista Hurley: No report at this time
- Membership Secretary, Grace Leiper: Not present. Report submitted by email and updated by Jeanadette: Full members – 50, Junior members – 39, Lifetime members – 12 TOTAL - 101
- Recording Secretary, MiLyn Ward: No report at this time.
- Publicist, Kate Smithyman: Kate is helping with production advertising for You're a Good Man, Charlie Brown. Flyers were emailed out for membership to help distribute.
- Technical Director, Vacant:
- Artistic Director, Christine Smith: You're a Good Man, Charlie Brown scores have arrived.
- Historian, Cathy Pickens: Not present.

### Old Business

- Newsletter distribution – bylaws state that the newsletter will be sent to members only.  
Discussion: There was a suggestion that the bylaws be reviewed and amended. However, it was noted that the member newsletter is supposed to be different from information that goes out to the non-member mailing list. The March newsletter was sent to members only.
- Pay Pal (Krista) – Account has been updated with a new password. Ben Ayres wants to experiment with using the account for pre-sales for You're a Good Man, Charlie Brown.
- Contact forms stating membership without payment (Kate) – This option has been removed. Contact forms are in the process of being streamlined to delete unnecessary information.
- Ongoing topics that will be covered at the Board Meeting on March 7<sup>th</sup>
  - Kate's suggestions for passing information to non-members
  - Options and issues for using Pay Pal
  - Questions and concerns about Torii MWR
- Peter Pan Jr. updates (Christine Smith) – It was a very successful show with over 900 guests. Thanks to all who volunteered. Parents were very supportive. We received a positive ICE comment that said it was a great show and to keep up the good work.
- Pretentious Young Ladies updates (Heather) - It is a one act and is not a musical. There is a modern twist to the performance. Auditions: Thursday, March 12<sup>th</sup> at 6pm Foster Community Center and Friday, March 13<sup>th</sup> at 6pm KAB USO. No monologue needed. Scripts will be provided. CAST: Age 16 and up, 5-8 Males, 5-8 Females, REHEARSALS: 3x/week late Mar – Apr at the Foster Theater.

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SHOW DATES: KAB USO on April 17<sup>th</sup> -19<sup>th</sup> and at Torii Station on May 1<sup>st</sup> (dinner theater) and May 2<sup>nd</sup> (access to food, but not a dinner theater). We're working on one additional show April 24<sup>th</sup> or 25<sup>th</sup>. Heather has two possible ADs. There will be a need for a large vehicle to move set pieces.

- You're a Good Man, Charlie Brown updates (Ben Ayres)  
Auditions are March 7th and call backs are March 8<sup>th</sup> (looking for singers and dancers). Age ranges are high school to adult. We have a full production staff. Monica Poulsen is the assistant director. Susan Parda-Waters is the dance choreographer. Randy Pickens will be building the set within budget. Schematic for theater/stage layout is complete. Members have been encouraged to help spread the word about auditions and performance dates.

Performances at the Foster Community Theater: May 8th, 9th, 10th, 15th, 16th (7pm-9pm)  
May 9th, 10th, 16th (matinee 2pm-4pm)

**New Business**

- Show proposals for next year will be due at the April general membership meeting. Directors need to research licensing and royalties and be ready to present proposals. Contact Christine Smith, if show is licensed somewhere and she will try to contact them. Tams Witmark and MTI are popular companies for ordering perusals. Older plays are sometimes found in the public domain (Amazon, etc.). Since Army Entertainment is no longer paying for perusals, the board will decide who will pay for perusals going forward at the next meeting.
- Monica Poulsen was appointed Technical Director for the remainder of this season by Jeanadette Ayres.

Meeting adjourned at 6:30pm

Respectfully submitted,

MiLyn Ward

Recording Secretary

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### Action Items:

<b>Person</b>	<b>Due Date</b>	<b>Task</b>
Jeanadette	ASAP	Find out if there is a plan to add a picture gallery to the website.
Membership	On-going	Notify Kate Smithyman, if able to commit to 6 months of working the table at Kadena New Comers' Orientation
Membership	On-going	Contact Kate Smithyman, if interested in being part of a marketing committee.
Board	March 7	Discuss options and requirements for Torii MWR sponsorship
Board	Ongoing	Discuss information provided by Jackie Weizer about coins for departing members
Board	Ongoing	Address communication concerns for standard operating procedures
Members	Ongoing	Email POPs membership email with any information for how to do a fundraiser on the different bases.
MS	ASAP	Contact members who need to update membership forms.
Krista	Ongoing	Pay Pal research for collecting membership fees
Kate	Ongoing	Streamline contact/volunteer forms on the webpage.
Directors	April 13	Present show proposals