

Pacific Okinawa Players (POPs)
General Meeting Minutes
Monday, January 5, 2015
Kadena Elementary School, Room C-13

Meeting called to order @ 6:09 by President Jeanadette Ayres. Minutes from the December 2014 general meeting were approved as written and posted on website.

Officer's Reports

- President, Jeanadette Ayres: No report at this time.
- Treasurer, Becky Thomas: Not present. No report at this time.
- Vice President, Krista Hurley: The last POPs inventory has been found and will be updated.
- Membership Secretary, Grace Leiper: Not present. Junior members have increased with the addition of the cast of Peter Pan. There was an inquiry as to how all previous members were informed about the new guidelines for membership being due on Aug 1st each season. The President and VP will continue to look into this issue with Grace.
- Recording Secretary, MiLyn Ward: No report at this time.
- Publicist, Kate Smithyman: Not present. No report at this time.
- Technical Director: Vacant
- Artistic Director, Christine Smith: No report at this time.
- Historian, Cathy Pickens: Not present. No report at this time.

Old Business

- Army Entertainment updates, Krista Hurley: It was determined that becoming a becoming a private organization on Torii would not benefit POPs. Krista met with Army MWR. MWR will sponsor POPs and pay for royalties, scripts, and costumes if POPs agrees to produce a quarterly dinner theater show on Torii. POPs would also be able to perform the same show at other locations.

Discussion:

1. Ben Ayres asked how MWR will pay for royalties. Will they pay for any location since royalties must be past for every performance? We would also want to perform shows at the USO and at the Foster Community Theater.
2. What are the guidelines for a quarterly performance?
3. Can Army personnel be bussed to the larger Foster Theater and have it count as one of our quarterly shows?
4. Contract terms (like length of time for commitment) need further clarification.
5. There are lots of questions and the Board will continue to seek more information.

- Armed Forces Entertainment updates, Ben Ayres: Received an email saying Armed Forces Entertainment would not sponsor our organization and they suggested we contact MWR.
- Peter Pan Jr. updates, Christine Smith: We have had one week of practice and everything is going well. An email will be sent out to members when there is a need for volunteers.
- Directors for upcoming shows updates: Heather will be able to direct Pretentious Young Ladies.
- SOP Handbooks will continue to be discussed at the next Board meeting and will be a work in progress. Ben Ayres is currently working on a template for a handbook for You're a Good Man, Charlie Brown.
- Dates for You're a Good Man, Charlie Brown are as follows:
Auditions: March 7th and 8th (high school and older)
Performances at the Foster Community Theater: May 8th, 9th, 10th, 15th, 16th (7pm-9pm)
May 9th, 10th, 16th (matinee 2pm-4pm)

New Business

- More information for Pretentious Young Ladies will be coming soon.
- Proposals for next year are due in April and we vote in May. There was discussion about how to get perusals because Army Entertainment use to buy them but now we have to buy our own. MTI has e-perusals for a small fee. We will have to decide if POPs will pay for perusals. It will be the Director's prerogative on what shows to do. In order to direct for POPs, a director's credit is required or you must have been a member of a production team.
- Monica Poulsen will be the Assistant Director for You're a Good Man, Charlie Brown.
- There was a request to members to help find out fundraising guidelines for the different bases and to locate the forms that are needed. Email the POPs membership email with any information and MiLyn will make a folder.
- Current POPs inventory will be uploaded into DropBox with the January 2015 minutes.

Meeting adjourned at 6:49 pm

Respectfully submitted,
MiLyn Ward
Recording Secretary

Action Items:

| Person | Due Date | Task |
|---------------|-----------------|---|
| 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 Members | ASAP | Continue to pursue options for getting back under Army Entertainment's sponsorship and 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. |