

Cheyenne Theater Meeting Minutes



April 3, 2023

Attending: Board Members Pat Cress, Margyre Anholtz, Larry Barnes, Jude Faulkender, and Robert Grace; Manager Jessica Lee, City Council Representatives Dara Carmichael and Leann Lee.

The meeting was held at 6:00 PM, in the *Cheyenne Theater* lobby.

We do have a quorum attending.

The **minutes of the previous meeting were sent with the meeting notice. They were approved by acclamation.**

Leann provided a treasurer's report. There were a couple of questions, and then **the report was approved after a motion by Pat and second by Margyre, unanimously.**

Leann reported that she had contacted the City Council, and the City has no policy concerning nepotism. So Jessica's daughter is eligible to be the Assistant Manager. It had been previously determined that Rachel was the most qualified for the now-vacant position.

There was discussion that a family emergency could draw both the manager and assistant away at the same time, but Jessica noted that their family was all local, so travel wouldn't likely be involved.

At this point, the Board went into Executive Session to discuss employees.

Returning from the Executive Session, **Larry moved and Margyre seconded a motion to appoint Rachel to assistant manager. The motion was approved unanimously.**

Jessica reported that *Angel Studios*, which is apparently a large organization, wanted to purchase the movie *His Only Son*, for showing at the theater. They contacted us directly, not utilizing our booker, which was considered to be an odd methodology by the Board, but the Board was amenable to *Angel* buying the movie, in principle.

Angel originally wanted to show the movie on Easter weekend, but they did not respond in time to our requests to explain how and when they would pay us, so that date was filled with another movie.

The **Board agreed to let Angel buy the movie for the next weekend, if they desired that, and if the payment system can be settled to the satisfaction of the City and the Theater.** We will have to charge the adult ticket price across the board, and Angel has approved that point previously.

The hardware from *Square* has arrived, and we now have tap-to-pay available at both the ticket window and the concessions. Jessica reported that she modified the user interface to make it more user friendly, and we think it will work quite well.

Cash payments will still be handled outside of the Square app. The theater employees and the Board think that this represents a beneficial upgrade into our payment system.

Robert reported that he had created mailers for both the Bird City and Saint Francis Alumni mailings. These inserts solicit donations for the pending theater renovation project, and provide information concerning that process.

We discussed the renovation. Robert reported that Dan thinks that our project is too small to attract bids from larger companies that specialize in theaters or that would be able to provide the wide range of expertise that our various needs encompass.

This means that our original plan--which was to do all of the renovation in one large project--might instead require that each of the stages be done separately. We aren't sure if this new method would require us to make multiple funding requests to *Dane Hansen*.

We also wondered if we need a consultant or on-site manager to oversee each of the projects, to answer construction questions and make sure that the jobs are done according to the specifications. Robert said that he would discuss some of this with Dan, and that we might need to contact a *Dane Hansen* representative to get their input, as this was a significant change in our general planning.

We discussed the idea of Lila being hired to help with grant applications, but we aren't sure if she would be interested. It was agreed that she had some expertise in that area. We also noted that multiple grants would require significantly more work than a single one.

After motion by Robert and second by Margyre, we adjourned at 6:46 PM.