

Cheyenne Theater Meeting Minutes

August 5, 2019



Attending: Board Members Margyre Antholz, Justin Lohr, Brent Rueb, and Robert Grace; City Council representatives Lila Whitmore and Amanda Milne; and Manager Jessica Lee and Assistant Manager Emily Mullins.

Meeting is held at 6:00 PM, in the *Cheyenne Theater* lobby.

We have a quorum attending.

The previous meeting minutes are unanimously approved after motion by Justin and second by Margyre.

We review Lila's financial report and wonder if we are paying the movie company's percentage just on the ticket price, or also on the sales tax? Robert will ask Jen about this.

We discuss the fact that the *Herald* newspaper ads have the dates wrong for at least two issues. After discussion, **Robert moves and Justin seconds a motion to cease newspaper ads for eight weeks on a trial basis and then revisit the policy. Unanimous approval.**

Rachel Lee-Hopper is approved as a new hire at the 7.25 starting wage. We will review her wages after ninety days.

We discuss staffing and how to reduce employee expenses.

The board is happy about the Cheyenne Theater float being in the Fair Parade. Jessica reports that they took first place in the Creative division.

We have received no bids on the lobby repair. We will revisit this issue at the October 7, 2019, meeting.

Jessica reports that we received the shirt orders, and that they gave us the transfers and an order sheet. *Cowgirl Creations* will supply shirts in the future.

We read the letter from Jade and we decided to table the letter until the next meeting.

The meeting adjourns at approximately 7:00 PM.