

# Cheyenne Theater Meeting Minutes



**February 3, 2020**

**Attending:** Board Members Margyre Antholz, Brent Rueb, and Robert Grace; City Council representatives Lila Whitmore and Dara Carmichael; 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 read by Robert, and there are no changes.

Lila then gives us a report on the finances and notes the declining revenues for the last five years. She also notes that expenses are not increasing. Lila asked Robert to attend the City Council meeting next Monday to talk about the movie trends in the US and the local financial trends. **The financial report is approved.**

It is reported that the west side of the marquee sign is still failing intermittently. Robert says that *Commercial Sign* is still scheduled to show up but is trying to schedule it with another trip so that they can save mileage expenses. He promises to contact them again to confirm that the Theater is on their "to-do" list.'

Seth is going to resign at the end of July. We discuss hiring someone to get them trained prior to Seth leaving. We will start the hiring process now, to obtain a part-time person who will become full-time in July. Jessica will do this.

We discussed the auditorium being cold during the recent Saturday afternoon *Special Showing* movie. Robert notes that the thermostat can revert to the scheduled temperature in the mid-afternoon on days when there is no movie normally scheduled, so close monitoring of the temperature in those situations is required.

We discuss the pricing on the *Special Showings* events. We note that the present policy is to require the equivalent price of forty tickets. To clarify this policy, **we decide that for those persons actually attending, the children will pay the children's price, but for the balance of the required forty tickets, all of those "missing" tickets will be priced as adult tickets.** If the movie is 3D, then the tickets will be priced accordingly as 3D tickets.

Also, the website should specifically note there are no *Special Showings* on Sunday, since that would interfere with the normally scheduled matinee. **Robert says that he will update the website to clarify the policy.**

Jessica discusses possible holiday scheduling. She notes that July 4 is on a Saturday, as is Halloween. We decided to show the movies on both holidays. Christmas is a Friday, so we won't show the movie on Christmas Day. But we will show on December 26 and December 27, 2020. **So, the only 2020 closure, aside from Fair week, is December 25th, 2020.**

Robert reports that the City's architectural firm, *Miller and Associates*, have toured the theater and are potentially going to help us with the future design, in order to allow us to apply for grant funding to renovate the building.

We will **discuss wages at the April meeting.**

Also, after a question from Dara, we decided to **discuss raising movie prices at the April meeting.**

We adjourned at 7:10 PM.