

Cheyenne Theater Meeting Minutes

July 8, 2019



Attending: Board Members Margyre Antholz, Justin Lohr, and Robert Grace; and Manager Jessica Lee. (Lila emailed in advance that she couldn't attend.)

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

We have a quorum attending.

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

We review the treasurer's report, and note that June's income was the highest of the year, although expenses were also at record highs, partially because of the fees that we pay for movies. Robert moved and Margyre seconded a motion to approve the treasurer's report, unanimous approval.

It is reported that the advertisement to solicit lobby repair is published in the newspaper but we haven't gotten any replies.

Jesse says that the gift cards are mostly working well, with one snag concerning balance, but she thinks that she can sort that issue out with the City office.

Robert proposes that we could meet every other month, as opposed to monthly. He also notes that we could schedule the meeting calendar well in advance and publish it on the website, adjacent to the Board minutes.

After discussion, **Robert moves that the Theater Board change to a bimonthly schedule, beginning September, 2019, and that any Board member or the manager can call a special meeting with ten days advance notice, and that the meeting dates will be posted on the *cheyennetheater.com* website.** Second by Justin, unanimous approval.

We discuss digitizing the contents of the purple tote bag which contains historical paper documents of the past Theater meetings, but the matter was tabled.

Jesse reports a new candy is available and selling well, and that they are going to try a new brand of cheese for the nachos and pretzels. The ice tea is selling well, as is the ice cream.

Jess notes that two employees are seniors in High School, which means their school schedules will be very busy, so they might not have time to work a full schedule. Based upon this, we decided to look into hiring one more employee and authorize Jesse to proceed with that process.

We won't show a movie during the Fair, as is normal, and the booker--Brad--will be notified and the website will show the Fair closing. The next meeting will be August 5, then October 7, December 2, and February 3, 2020.

Jesse says that the theater staff will have a float for the Fair, and the Board thinks that this is an excellent idea. Also, the employees will spend some time volunteering at the food pantry, and that new shirts are ordered for the staff.

The meeting adjourns about 7:00 PM.