

# Cheyenne Theater Meeting Minutes



**June 3, 2024**

**Attending:** Board Members Pat Cress, Margyre Antholz, and Robert Grace; Manager Jessica Lee; and City Council Representative Leann Lee.

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

## **We have a quorum.**

We reviewed the minutes from the previous special meeting: There were no additions or corrections, and the **minutes were approved by acclamation.**

Leann handed out financial information. It was noted that in one month in the previous five, the theater showed a positive cash flow. This event is rare and was welcomed by the Board. **The financial report was approved unanimously after a motion by Robert, and second by Maygyre.**

Leann reported that the City Council **approved the starting wage rate of \$8.50 per hour**, as the Theater Board requested at the City Council meeting. She said that she had to change a couple of the previously approved wage increases by a percent or two to meet City guidelines.

The Council also **approved the *Deluxe* digital management agreement tentatively.** The City attorney wanted to change dates since we need Mark to complete the installation, and it won't happen until July, his regular schedule.

Leann needs the budget estimates for next year from Jessica.

We discussed the minimums on ticket prices from various movie houses. We will discuss this at the next meeting, as we aren't sure exactly how they are treating these in our billing.

Leann says that we **can now have volunteers working at the theater.** Only theater board members are approved right now, and all volunteers have to be told that if they are injured, the City's worker's compensation won't cover their medical expenses.

Our next meeting is July 1, 2024.

Jessica reported that the health inspector came in, and **we passed the inspection.** The inspector said that we can get a self-contained sink with multiple basins, and then we can sell hot dogs, pretzels, nachos, etc.

**Robert moves that Jessica can spend up to \$1,400 to purchase a sink that fits the concession area and is compliant with the health regulations. Margyre seconds, and the vote is unanimous.**

We are trying out an ice machine in the kitchen, Jessica says, to avoid the hassle and expense of buying ice every movie.

Jessica said that the staff worked at the Thrift store again and **raised \$301.63, which means the total raised from the Thrift store is \$12,329.46, and about \$12,929 overall,** including donations.

Jessica **tested the upcoming alumni movie,** and it ran all the way through. Some of the heads are cut off in some of the frames, which might have happened in the formatting required for our projector. The alumni board has been advised of all of this.

We went into an executive session for ten minutes.

After coming out of the executive session, **Pat moved and Robert seconded a motion to hire Ethan Caldart.** The vote was unanimous. There was one other applicant, and we wanted to hire both of them, but we are restrained by budget limits on wages.

We adjourned at 6:47 PM.