

# Cheyenne Theater Meeting Minutes



**June 6, 2022**

**Attending:** Board Members Pat Cress, Margyre Antholz, Jude Faulkender, and Robert Grace; Manager Jessica Lee; City Representatives Leann Lee and Dara Carmichael. (Dara arrived late due to another meeting prior.)

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

**We do have a quorum attending.**

We have a financial statement from Leann and Lila: It shows that revenue is up even though Top Gun isn't included in the numbers, and Top Gun was very well attended. It is clear that Theater is doing much better in terms of attendance than it has since the covid-19 pandemic dramatically reduced attendance. The **financial statement is approved.**

The minutes from the last meeting were unavailable. Robert apologized, noting that he simply can't find them on his laptop.

The **Council decided to renovate instead of building new.** We note that we can't go forward until we get a new City Manager as both the bid and construction process will require a City manager to help with approvals and decisions.

Jessica reports that Top Gun had more than 300 people the first weekend, which is a large attendance. The lobby flooded at the end of the movie one night because of a stopped up toilet. The staff was here until midnight cleaning it up. **Robert moves to have Jessica buy a shop vac for the theater, Margyre seconds it, and there is unanimous approval.**

We received an application for the concessions job.

Jessica says that total cash balance is \$4,546.32 from the *Thrift Store* work. The Theater Staff will do it again on June 25th.

We go into **executive session for 10 minutes to discuss employees and wages.**

After coming out of executive session, **Robert moves and (edit from July meeting, seconder is not known) seconds a motion to change the current manager's salary from the present monthly salary to an hourly wage of \$14/hour.** It passes unanimously, and we thank Jessica for her excellent work. It is noted that this wage rate is the maximum allowed by the City.

**Jude moves and Margyre seconds a motion to hire Cutter Neitzel** on our standard ninety-day trial basis as a concessions employee. Unanimous confirmation, and Robert will advise Lila of both motions.

Jessica reports that the **Coke deliveries are again not showing up**, and she has made several phone calls. We are very low on drink supplies, and we hope that a delivery will occur this week, but that is not ensured at this point.

Jessica says that Megan Kinen asked us about selling cotton as a benefit for Jean Ann Confer, who has large cancer-related medical expenses. **Margyre moves and Robert seconds a motion to sell the cotton candy, subject to the approval of the City Office.** (Later: we find out that the City Office says that the theater can't raise funds for an individual, so the cotton candy can't be sold.)

We will **do the Concert in the Park on August 20th, 2022**, as we did last year. The Theater will be closed that night, but we will sell concessions at the *Concert*. There is discussion about having a banner which advertises the name of the Cheyenne Theater at the concessions site.

*Dr. Strange* was scheduled to be our next movie, but now instead we get *Lightyear* for two weekends, according to the booker, Brad Bills, Jessica reports.

The west heat pump condenser replacement is in, according to Jessica, and **Ed from Heartland is going to install it.** The lobby mini-split has failed, again. We hope Ed will look at it, too. Jessica has contacted *Heartland* about the lobby issue.

The next **meeting is July 11** to avoid the holiday on the first Monday of July.

We **unanimously approve a motion by Pat, with a second by Jude, to have Service Master steam clean the carpets.** Since the Board can only approve expenses of \$500 maximum, we want Jessica to get an estimate, because we might have to have Council approval if the estimate exceeds \$500.

Meeting adjourns at 6:43 PM.