

# Cheyenne Theater Meeting Minutes



**March 3, 2025**

**Attending:** Board Members Pat Cress, Tye Faulkender, Margyre Antholz, and Robert Grace; Manager Jessica Lee; and City Representatives Leann Lee and Dara Carmichael.

Kris Oldsen is here to talk about grants.

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

## **We have a quorum.**

The minutes of the [February meeting](#) were emailed in advance. The minutes **were approved** without error or omission.

Leann gave us a treasurer's report, which looked mostly positive, but was incomplete because of end-of-month timing issues in the City office.

Jessica reported that Coca-Cola is changing their delivery route, and only arriving once per month. We don't know how well this works but we will try it.

As to an ice maker, the Coca-Cola rep said that we can get **an attachment for our machine**, so we wouldn't need a separate device. This sounds good, but we don't know how big the attachment is, as there might be an issue with counter space. We hope to get an update soon.

Mark, Claco, was here and he repaired the speakers and gave some tips for Jessica on repairs on sound. They also did some tweaks to the amps.

Jessica notes that the prom is on the 29th. This means that we **need help for staffing** or else we will have to close the Theater. Since the current City policy doesn't allow volunteers outside of the Board members or City employees, this is difficult.

We note the date and also decide that closing on prom might not be terrible, as it is a major event. However, Jessica says, it is also a children's show, so there might be some attendees despite the promenade.

We then discuss the three **bids/estimates for our renovation projects**. These are the sound system replacement (\$9,578), the marquee replacement (either \$41,528 or \$22,587), and the general house renovations (currently about \$202k plus plumbing).

The City Council has proposed doing the sound system replacement as a maintenance item, and the Theater Board is in agreement with this plan. There is a **motion by Margyre and second by Pat to proceed with the sound system replacement and to have the City do it as a maintenance item, if they desire that method**. The motion passes unanimously.

There is a **motion by Robert and second by Margyre to replace the marquee using the lower price method**. The motion passed unanimously.

After discussion, we decided that we don't want to install ceiling fans from the Lighthouse estimate, and note that the City doesn't pay sales tax, so we need an updated estimate. We know that removing the fans will **save \$4,000 and will reduce future maintenance headaches.**

There is a **motion by Tye and second by Margyre to approve the Lighthouse estimate with the fans removed and sales tax removed.** The motion passes unanimously.

Robert will meet with the City Council to advise them of these three motions, so that they can hopefully approve them, and let them decide how to go forward with funding and grants.

Jessica reminds us that we have about \$15,171 from donations and the Thrift store efforts by employees.

### **Kris Oldsen discusses grants:**

Kris notes that in some cases we would need three estimates. We agree that this might be difficult, as it took us five years to get one estimate. In other cases, the work is so specialized that there simply aren't other vendors in a reasonable geographic region.

Kris also says that the USDA has a *Rural Development* program with grants for theaters and performing arts, which sounds good. She also notes that the current uncertain political climate in the nation's capitol might affect availability: we just don't know. She says some of these grants could take up to six months.

Kris also gave us some tips and updates on the *Dane Hansen* grant process. She explained the concept of stacking grants and items that the *Kansas Arts Commission* might have available.

We found Kris' input very useful and thanked her for attending.

We discussed **adding Robert Martinez** to the board, to replace Larry. The board thinks that Robert would be great. Robert will ask Robert via email to attend our next meeting.

We went into an executive session for personnel for five minutes.

After the session, there is a **motion by Tye and second by Margyre to use Karen Knauer as a PM, a fill-in worker.** Approval is unanimous.

We adjourned at 7:00 PM.

