

# Cheyenne Theater Meeting Minutes

**March 4, 2019**



**Attending:** Board Members Justin Lohr and Robert Grace and Manager Jessica Lee and Assistant Manager Emily Mullins. (Jessica arrived later in the meeting.)

Amanda and Lila both emailed in advance that they could not attend. **There is not a quorum present.**

Robert hands out the minutes of the last meeting. Lila left us a copy of the financial report which we review.

Robert will correct the minutes of the last meeting, noting that both the manager and assistant manager can pick up paychecks at the city office, not just the manager.

We talk about the idea of replacing the auditorium ceiling, and rewiring the theater. It is noted that Larry Finley asked about our old stage lights, and looked for them, but we no longer have them.

Tressa will be removed officially from the payroll at the city office since she no longer works at the theater. Jorge has announced that he will quit after high school graduation, May 10th. We will probably replace him in the future, depending upon need.

Emily says that the lobby heat is not working again: they will contact *Heartland*, again.

Jessica says that on March 11 the staff will do deep cleaning of the theater. The Board members are happy with that idea.

It is noted that *Run the Race* will be shown March 22nd. Also, Jen hasn't had time to work on the gift cards change approved at the last meeting, so we have no report.

Emily notes that the emergency light not working on the east aisle in the concession area. She called Dan at the City Office, and we hope that they can fix it soon.

The meeting adjourns at 6:45 PM.