

# Cheyenne Theater Meeting Minutes

**October 1, 2018**



**Attending:** Board Members Justin Lohr and Robert Grace; City Council representative Amanda Milne; and Manager Jessica Lee and Assistant Manager Emily Mullins. (Lila, Bridgette, and Margyre had a meeting conflict.)

There is not a quorum present at the meeting.

Robert distributes the minutes of the last meeting, as well as Lila's two financial reports, including a summary of the Thursday night movies. **The minutes and financial reports are accepted by the attendees.**

The report shows that Thursday night movies basically broke even according to the handout from Lila.

Jessica reports that the Theater doesn't have the passes to allow those under 17 to be admitted to R-rated movies. The Board notes that these passes were previously approved to be available at the Theater, **so Jesse will get them from the City Office**, as this is easier for people to allow their children to attend, especially those parents from out of town.

Jessica asks if they can **order some shirt for employees**: there are no spares, and if we hire someone new, we don't have any for a while. Since this is a small purchase, and no motion is needed, we agree to the idea.

Jesse has a list of ideas and changes for the theater. She also reports that she has been having the staff do "deep cleaning" during the movies, and we agree that the Board has previously made it clear that keeping the building clean is very important. We thank Jesse for the efforts.

Since we don't have a quorum, and because Jesse is still finalizing her ideas, we ask her to write them up and **we will present them at the next meeting**. If she can get them to Robert at least a week before the November meeting, he will put them in the meeting reminder email so that the Board can consider them prior to the meeting.

Some of the ideas that we briefly discuss include ideas such as canned food drives for the local food pantry, wearing costumes for Halloween, and sandbags for the possibility of another flood on main street. No final decision is made on these, **save that we agree that dressing up for Halloween is fine.**

Jess says that she can now set up the movie, and that she has a key to the building. Cara has turned in her key, so the **manager transition is now officially complete**. Robert will update the website to show Jesse as the new manager.

Robert reports on the request to use the theater for a special musical event for Bonnie Cram, and he told the requesting group that the Board might give it special dispensation, but that we no longer regularly allow these types of events. Robert suggested the High School, as it actually a better venue, and he believes that they will hold it there. (The High School has more seats, a better sound system for microphones, and is easier to access than the Cheyenne Theater.)

Emily reports that we were **unable to play the anti-suicide trailer** because of format incompatibilities.

The meeting adjourns at 6:32 PM.