**Minutes: Valley of the Moon Operations Meeting May 30, 2018**

**Attending:** Bob Murphy, Kirsten Yaz, Michael Williams, Jenni Sunshine, Leslie Eldenburg, Karen Kosies, Vita Bidleman-Owens

0. Miscellaneous:

As a fundraiser, Michael suggested that he could develop coloring pages based on scenes from performances. We could charge 25 cents or ask for a donation for them. Bob thought that possibly Michael could repaint the boards in the carnival (sleepy hallow and ??) with a fairy and gnome on another. Michael also suggested that we could host an online silent auction. He has been making wooden hot rods. We can list auction items for free on a website for silent auctions. Vita thought we could photocopy and blow up Michael’s drawings and then use that as base for large projects. Kirsten said that we could sell posters for each show, also. We need to have volunteers working on what we want for the concession stand for each performance. Jenni suggested that we could sell things like the posters online. Michael will work on some of these ideas over the summer. Karen can set up the online store.

1. Clarification- No work to be done in the historic area without prior permission from Jenni or David.

2. Progress on storage allocation: still doing inventory and have made progress but not completely cleared things out. Karen will put lights in Green Room shed. Vita has battery candles and flowers at her house. How much storage do we need? Need to decide where we keep things and what we keep. We can store things in the office, ticket booth, shed, yellow room, other miscellaneous spots. Need to keep materials close to where we use them. Walls in the Yellow Room need to be disinfected and then painted. It will be a good storage room, although not useable during events. Tool storage – we need something more centrally located to both front and back.

3. Upcoming events

* 1. First Saturday (7:30 to 9) June will be Fairy lights We have some positions covered but we can always have more magical creatures, face painter, Vita suggested Birdie and Michael have done some face painting, but Michael will need to see how his eyes are doing. There will be several kids dressed like fairies. Vita will participate.
  2. Qigong and Yin yoga- back-up front desk person desired
  3. June Historic Preservation Workshop- Jenni invited anyone who is interested.
  4. 3rd Sunday- how is new time working out? Only had 10 show up, need to move it to 6 pm to 8.
  5. Solar Potluck event- probably first Saturday of October- Autum is in charge, will need help
  6. Haunted Ruins – the Board needs the script

4. We need a sponsor for First Saturday in July (1st). Vita is willing to do a Family Dance event. All ages participate and dance together. Jenni will be Board liaison and volunteers can be solicited from the Theatrical group and volunteers.

5. Kirsten has an idea for an alternative to Volgistics, which we pay month to month. She will contact them to cancel service. She is investigating When2Help because it is free up to 200 volunteers. It also integrates with phones. To get better records for volunteer yours, we will have giveaways for logging hours. Also want a list of helpers and phone numbers. Need to emphasize how this information is used to raise money through grants.

6. Cleaning odds and ends.

a. Next to the Enchanted Garden on the pathway to the yellow room there are things stored that should be moved to be near the compost pile. The tools and the ladder need to be stored elsewhere. Bob will take care of it. The sand and pebble buckets need to be protected from rain, wherever they are stored. There are tree trimmings behind Enchanted Garden that need to be cleaned up. Karen will ask for Rob’s help. Please don’t leave hoses across pathways or stairs

b. We need to move the benches and clean out the Magic Room so that it’s useable. Props and other things from the performance need to be moved. To be better organized for the next cast party, we need a check list, especially when experienced oversight is not available. Travis did a good job getting the cast to clean up after the party.

c. We no longer have bathroom cleaner and need someone to take care of it. Also need to be on the lookout for the mop bucket.

7. Brainstorming re: volunteers – the suggestions are attached to the minutes – see next page.

8. Allison and Adam will not be pursuing another term on the board and we will be recruiting new members.

9. We have a calendar for 2018 from Stephanie but need input from the theatrical team to update.

10. We need to move the roll-off back to where it was – on west side of lot. Can also get a roll off for neighborhood and use brush and bulky.

11. The First Aid Kit is currently on yellow room door will be moved. The ones up front are used and need to be replaced and stored in a cooler spot. Kirsten is willing to inventory all of the first aid kits. All we really need is tweezers, band aids, disinfectant, antibiotic cream. Also, we need to tell people where the kits are located. Kirsten will look through the current kits to see what we have and where most of the supplies are located and put a kit in the fridge. We could also keep ice on hand in the fridge

12. Karen asks if ~~we~~ need mosquito control in the frog ponds. It will be evaluated by EcoPest.

13. Set storage: We need to store the garden arbor and fireplace constructed for last show. We could use them for photos for visitors. If we have weddings here, the garden arbor could be used. Could be kept in the carnival area or we could grow plants on the arbor, for example as entrance to the butterfly garden, or between the spider web and tree. Will depend on fall performance, too.