

Valley of the Moon Board of Director's Meeting Agenda July 10, 2019

Attending: Jenni Sunshine, Whitney Wischki, Leslie Eldenburg, Bob Murphy, Autum Provateare, and Martha Desilets

We approved moving the date for officer elections to July instead of January so board members terms match officer terms. We discussed a candidate from the neighborhood who could replace Leslie. This week Leslie will speak to her about it, including the docent liaison position.

This is Martha's last board meeting. She is willing to help out when she has time. Bob and Martha both have access to Rack Space. We discussed board recruitment and considered several candidates. We need to decide whether we are an advisory board or a working board. Currently, we need to recruit for a working board. In the future, as we have more paid staff, that will change. All board members need to be role models for kindness and other Valley values.

David Yubeta examined the ceiling and roof of the Cathedral Room and is concerned about monsoon damage this year. He is developing a work order. The roof need to be patched (strips of fabric covered with roof repair material) and then coated with elastomeric. These tasks will be done Friday morning. If this process is successful, we can use the space again. However, the roof will never hold body weight, so we will need to keep people off it. We need one more internal support. There was electricity in the building. Sparky may be able to reorganize the circuitry. The space has potential for indoor performances. In addition, we have bunny land pieces and other things we could display. Rob will replace the fascia board in the Troglodyte Cavern. He has done a work order that has been approved.

We will have a table at the Mini Time Museum event Sunday, September 1 from 10 to 4. We will need to organize a hands-on activity or a demonstration for an anticipated 500 guests. We can provide fairy craft materials and kids can write letters to the fairies and deliver them to the fairy mailbox. The following board members will cover this event: Jenni and Autum 10 am, Bob noon, Whitney 2 pm. Leslie will help if needed. We will also have a table at Comicom (the first weekend in November).

Hallucinate will be held two weekends in February (after Valentine's Day) with auditions in November. Nicole is developing funding for this play. We will have an open casting call for actors age 13 and older.

The Board election took place with all members re-elected.

Bob provided information about revenues for the last three years. He also explained adjustments to the books to correct errors from prior years. The books now more accurately reflect operations. Our average income over 3 years is over \$50,000 so we will have to file more extensive tax returns.

To participate in the United Way Day of Caring on October 25 and 26, we need to submit an application by Friday. Jenni is willing to take charge.

We discussed wedding parties and the following pricing scheme. For \$350, 100 people can use the property for four hours, which includes set up and take down time. Extra time for this would be \$100 per hour. Above 100 guests will cost \$50 for a 50 person increase. We would provide at least one staff person for oversight and use of the public areas including the adobe house, the lawn, parking lot, bathrooms and non-historic area. Access to the historic area is permitted, but will require payment for two additional staff. Additional staff to help with set up or access to historical areas will be available at a cost of \$20 per hour. Zita is willing to work with brides regarding party set-up, etc. We will charge a cleaning fee of \$50 for 100 people with an additional \$25 for up to 100 additional people. A \$150 refundable

deposit is required to reserve the date. Half of the total amount is due 30 days prior to event with the remaining half due seven days prior to the event to avoid a late fee of \$50.

We have a request for a baby shower. It will probably bring in about \$600. The date requested is November 2nd. We will be at Comicon. They want beer and wine. They would need to hire a bar tender and get permits. It's also First Saturday. The shower will be from 1 to 4 and the property must be vacated by 5.

Scripts for the Halloween play are trickling in, but so far nothing stands out. We need to choose a script soon. We can consider using retro plays for both Halloween and spring performances. We could do Peter Pan or Alice in Wonderland or Fractured Fairy Tales for spring. For Halloween, we could consider a standard Haunted Ruins show as follows. The veil is thin at this time of year, an evil one is at VOM and Zogog needs help getting rid of it. There's someone on the bench who doesn't believe in magic. One person without a magic stone gets picked by Dr. Hack and Chop. The audience helps the cast overcome the evil one. The script readers include Whitney, Autum, Adam, Jenni, Travis, Sparky, and Eve. For the production crew, we can announce what we need and ask for prospective directors to provide list of experience (resume?). We also need to make a casting call.

We need to choose a smaller organization for our nonprofit selection for Nonprofit Day. Hope Fest is a possibility. We need to have this done by the operations meeting on July 31.