
Friends of Platteville Municipal Auditorium Meeting Minutes

Attendees:

Dick Davies, Kerry McCabe, William Miller, Celeste Moore,
JoAnne Schlicher, Cheryl Schmieder

Date: 8/12/2015**Time:** 6:30 (Wednesday)**Place:** Council Chambers**Last Meeting Date:** 7/8/2015**Next Meeting Date:** 9/9/2015

Meeting Minutes from June 10, 2015 and July 8, 2015 were approved.

Financial report:**Follow Spot:**

The Tri-State Homeschoolers has donated \$1000 towards a follow spot light for the auditorium. It will be available to all who use the auditorium. Final cost is expected to be around \$1600. They will initiate buying one from Lifeline for their production of *'Suessical: The Musical'* in late October, early November of 2015. The Tri- State Homeschoolers would like to make the Municipal Auditorium their home base for all productions.

501(c)(3) update:

Mike Olds sent Kerry McCabe a 65 page document on how to get 501(c)(3) status. There was a discussion of whether to get 501(c)(3) status for Friends of the Platteville Municipal Auditorium organization itself, or go under the umbrella of another non-profit organization. Cheryl Schmieder is in favor of using Main Street Program as the parent organization.

Remaining Graham Fund:

An exchange of emails between Valerie Martin, Patrice Steiner and Cheryl Schmieder indicates we have \$15,909.29 remaining from the Graham Fund. Cheryl sent an email to Duane Borgen for confirmation of the amount. He told her we had about \$16,600 plus interest.

What's Next?**First row of seats in balcony:**

Dick Davies would like to remove the seats from the front row in the balcony. The electrical cords create a tripping hazard for anyone attempting to sit there. Additionally, the hot lights are within easy reach of people sitting behind them. He's seen kids kicking at them. Roping/taping them off doesn't do the job as people just remove the markers. We agreed. We'll need to install a barrier to keep people in the second row from tumbling over the unprotected edge.

Round Table:**Seat numbering:**

No change. Just want to keep it in the minutes

Ticket booth remodel:

No change. Just want to keep it in the minutes

'Bingo the Musical' – Spring 2016:

No change. Just want to keep it in the minutes

Dairy Days Photo Shoot Saturday, September 12, 2015:

Theme: Cowabunga!

Confirm hours: Saturday, September 12 2015 11:00 am -6:00 pm

Confirm photographers: Tina Davies and Kurt Schlicher are both confirmed

Confirm setup: We will be in the concession stand, same as last year, with Celeste Moore and Cindy Voigts on the computers moved inside.

Other volunteers: We are down two. Patrice Steiner is in the process of moving to Nebraska and JoAnne Schlicher will be in England for a family memorial service. Darby Shea Kruser would be a good addition. Cindy Voigts and William Miller will be back.

Props, green screen: We have the bar scene/Victorian backdrops with chairs, boxes, barrels, etc. We need backgrounds for green screen. Celeste Moore will talk to Tina Davies about finding suitable backgrounds. We'll probably want a choice of 6-10.

Totes for customers' belongings: Cheryl Schmieder has 5 plastic crates. We could also use apple boxes or clear plastic bags.

Set up time: Friday 7:00

Publicity: Celeste Moore needs to get artwork to Cheryl Schmieder as soon as possible.

JoAnne Schlicher will go on the air with Dick McGrane

Signage: Tri-folds on a table, and sandwich board with logo and arrows. Want a print-out of each background. Want instructions printed on a board or as a handout.

New forms: Pick-up time, screen/ costume selection/release for Facebook and publicity, blurb that additional prints or digital versions will be available on Facebook (Save the Platteville Municipal Auditorium), remove email option. Price will be a flat \$10.00.

We will need extra printer/paper supplies, envelopes for the pictures.

Dick Davies will find monitors so that the photo editors can position their screens to the outside.

Procedure:

Customers will fill out forms as much as possible, then take them to the costume area to choose clothing. They will change into the costumes, putting their clothing into a tote/box/bag, then head for the photographers with their paperwork. They'll get their picture taken, then go around the side to the photo editors to choose their photo. They can pick it up in one hour in an envelope. Meanwhile, they can go back into the costume area to change back to street clothes.

Adjourn at 7:25