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# Friends of Platteville Municipal Auditorium Meeting Minutes

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**Attendees:**

Ken Kilian, Cheryl Schmieder, Cindy Voigts

**Date:** 04/5/2017**Time:** 6:30 (Wednesday)**Place:** GAR Room**Last Meeting Date:** 2/1/2017**Next Meeting Date:** 5/3/2017

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**Meeting Minutes from February 1, 2017 not available**

**Financial report:**

No report.

**How do we keep the website updated?**

Monie Konecny will provide Celeste Moore with monthly calendars from City Hall so the calendar and events can be updated.

Give Monie Celeste's email (possibly on a business card) so she can provide it to groups for publicity purposes.

We need to get the 2017 meeting minutes on the website.

**Picnic:**

We would like to set up a table for the Hometown Week celebration (July 27<sup>th</sup>) and another table for Music in the Park (Thursdays, 6-8, June 16<sup>th</sup> - August 18<sup>th</sup>).

Provide tables with:

- *Business cards* with Facebook address and web address.
- *Brochures* with photo of the theatre, photos from productions, auditorium history, how to book an event and a section on PCT
- *Checklists* with name, address/phone, email. Check boxes for what a volunteer wants to be involved in, help with auditorium

Check to see if email for PCT can be forwarded.

Check mail rules.

**Round table:**

If we do a photo shoot for Dairy Days (Saturday, September 10<sup>th</sup>) we'd like to simplify and make us more efficient by making some changes.

Check our prices. Possibly give low memory flash drives out instead of prints.

Eliminate editing and touch ups. Use no green screens. Have a parlor scene and bar scene, that's it.

Use just flapper costumes and western gear to reduce the number of costumes and set-up/take-down time

**Adjourn at approximately 7:05**