

Port Huron Civic Theatre Board Meeting Minutes

Wednesday, November 15, 2022

8:00 - 10:30 PM

The meeting was held via Zoom and the meeting host was Board Member Llyod. President Tyrell called the regular meeting to order at approximately 8:10 PM. Those in attendance and constituting a quorum were:

Present: Danyel Llyod, Leah Tyrell, Amy Fabick, Erin, Moran, Andrew St. Coeur, Diana Decker, Kammie Gayton, Patrick Phelan, Cheryl McCoy, Jeanine McCanham, James Cottone, Jordan Frontiero

Absent: None

I. CHANGES TO THE AGENDA

Prior to the meeting President Tyrell sent out a request to all board members requesting items to be added to the agenda. The agenda was sent out to all members of the board prior to the meeting.

II. REVIEW OF MINUTES

MOTION: Tyrell moved to approve the minutes of the October 19th Board meeting. Seconded and carried without dissent.

III. Unfinished Business

⇒ Tyrell discussed the topic of Lifetime Membership Award for the 22-23 season. The discussion centered around the nominees that were presented at a previous meeting in September. It was determined to push this discussion to the December meeting where nominations would be presented to the Board.

IV. PRESIDENT'S REPORT

- ⇒ Tyrell introduced the possibility of partnering with Community Enterprises Adult Day Center to provide theatre workshops.
- ⇒ A discussion of an incident that took place at McMorran lobby was briefly discussed.
- ⇒ A discussion on the committees took place. The discussion included topics of membership, frequency of meeting, and the potential for formal reports to be made to the Board from each of the committees.
- ⇒ The board was made aware of the possibility of replacing a broken piece of an item loaned to PHCT for Shrek.
- ⇒ The upcoming Port Huron Parade was discussed. The current specifics around the PHCT float were also discussed.
- ⇒ The idea of a Board handbook was presented to the Board.

V. 1ST VICE PRESIDENT REPORT

- ⇒ A discussion of the Move-Out (Strike) after Shrek was discussed.

VI. EXECUTIVE PRODUCER REPORT

- ⇒ Tabled to December in lieu of Director Interviews

VII. TREASURE REPORT

- ⇒ Tabled to December in lieu of Director Interviews

VIII. SHOW STATUS

⇒ Tabled to December in lieu of Director Interviews

IX. COMMITTEES

⇒ Tabled to December in lieu of Director Interviews

X. New Business

⇒ Director Interviews with potential candidates for Frozen Jr. took place: Each of the candidates were given the opportunity to speak with the Board, share their past theatre experiences, answer questions from the board, and discuss the bid they submitted for the show. After meeting with all candidates a discussion of the proposed production teams took place.

⇒ AACT Class: The opportunity for our Board to take place in workshops was discussed. This opportunity would include two members of the board to participate in this professional development.

⇒ Voting on Bids: The board selected a director (and production team) for Frozen Jr.

MOTION: moved to adjourn the meeting at approximately 10:30 PM
Seconded and carried without dissent.

Minutes submitted by James Cottone