

Memorial Opera House Foundation

Board Meeting

March 5, 2019

At Porter County Community Foundation

Our Mission – Providing opportunities for the community to support the preservation and growth of the Memorial Opera House

Members present:

Kaye Frataccia, President Shannon Franko, Vice President Jackie Gray, Secretary

Cliff Bryan Melissa Osika Colleen Peluso Linda Rodenbarger

Members absent:

Paul Kohlhoff Debbie Shaffer

Also in attendance:

Scot MacDonald, Executive Director Andrew Brent, Marketing Consultant

The board meeting was called to order by Kaye at 4:08 pm**Approval of minutes from February 5, 2019 meeting**

Cliff made a motion to approve, Colleen seconded the motion; motion passed.

Staff Report, Scot McDonald

In addition to the details mentioned in the written staff report, Scot noted:

- Indiana Arts Commission reports were submitted that day
- Update on ticket sales for the June 22 Felix Deneau Jr. concert: sold about 59 tickets with \$2980 in revenue, over and above the tickets in the balcony purchased by Cliff.
- Noted that Kevin Pazour has offered for MOHF to use space in the Porter County Museum for the Deneau concert if needed
- Shrek ticket revenue close to \$30,000 in net revenue
- Scot will be meeting with new Porter County Facilities Director to discuss needed repair priorities at MOH
- Mentioned that the Pink Floyd tribute group may be interested to doing a future concert with MOHF
- Talked about re-establishing connection with United Way links for volunteers

Marketing/Website Report, Andrew Brent

- Quick books are now being handled under Tech Soup software
- Distributed Felix Deneau posters

Treasurer's Report

In Paul's absence, Andy gave Treasurer's Report.

- In addition to the printed reports Andy noted that since the beginning of 2019, MOHF has had net revenue of approximately \$7,000.
- Shannon moved to approve the treasurer's report, Cliff seconded the motion, and the motion passed.

School of Philanthropy

Scot mentioned that he was planning to attend the IU School of Philanthropy course on Major Gifts held in late Spring, and he asked that the MOHF approved a \$500 expense to also have MOHF President Kaye Frataccia attend the course. Shannon moved to approve the expense, Cliff seconded and the motion passed.

Governance Committee

Melissa talked about how she, Kaye and Jackie met to discuss how to revise the board recruitment policy to bring it into compliance with the MOHF bylaws. The following changes were made to the revision presented at the meeting: 1) have no fewer than five and no more than 15 board members and 2) that Board members should also represent a variety of geographical areas across Porter County and Northwest Indiana, and represent diverse perspectives.

Opening Night Donor/Volunteer Reception and Stewardship Activity

Kaye spoke about the opening night reception for Shrek on Friday, February 8. She mentioned that it was crowded and well received, and several of the people attending expressed interest in volunteering. Kaye feels that was a great deal of food left over, and that we should look to adjust the amount of food ordered for future receptions.

Kaye noted that people who are season ticket holders in the balcony were asked to be Ambassadors for the Shrek opening night, and received lanyards to identify them. They were enthusiastic and thrilled!

She noted that the next opening night reception for La Cage Aux Folles on April 26 will feature people who have been top donors for the Opera House Foundation. These top donors will receive complimentary tickets and be seated in a VIP area in the balcony. Commissioner Laura Blaney will be asked to speak at this reception.

LimeLights open house and updates

Kaye commented that the open house for the LimeLights new rehearsal space was successful, sign ups have been good for these programs and spaces for the summer camp are filling up.

Linda asked if scholarships were available for LimeLights. Melissa and Colleen plan to meet with Bobbi to discuss how to implement future scholarships for the program

MOHF emails

Andy suggested we purchase email packages for MOHF President, Marketing and Development. Jackie moved that we approve the suggestion, Cliff seconded the motion and the motion carried.

Andy read a complimentary letter sent to Scot by a long-time patron and season ticket holder. Congrats to Scot!

Adjournment: Meeting was adjourned at 5:15 pm.

Next meeting: at PCCF (Porter County Community Foundation) Tuesday, April 2, at 4 pm.