

**Streetcar Company**  
**Board of Directors Meeting Minutes**  
**April 12, 2022**

**Location:** Fellowship Hall, Laconia Congregational Church, Laconia, NH

**Call to Order:** 6:10pm

**Attendance:** Brendan Berube, Ray Feola, Oriana Filiault, Becky Fredette, Becky Guyer, Carey Hough, Samm Johnson, David Nelson, Jennifer Nelson, Kristi Laurendeau

**Public Comment:**

- Kristi Laurendeau thanked the Board for posting the meeting and posting a reminder about the meeting. She stated everything used to be shrouded in secrecy, it's nice coming back to being involved with the company and seeing when meetings are posted. It's time to rebuild and get people involved. Kristi asked if the public is allowed to ask questions during the meeting and if they are allowed to have input during the meeting. Brendan stated that he personally feels it's ok to ask questions, but we want to avoid getting off track and want to avoid debates. David stated we can circle back to discussing adding that point during new business. Kristi stated Becky Guyer deserves a round of applause and kudos for her hard work on the Wizard of Oz. The Board echoed the sentiment. Kristi also mentioned that she did not like the idea of going to the Tilton School for performances in the past. She mentioned parking difficulties and the feeling that Tilton doesn't feel like it's part of the Lakes Region.
  - Becky Guyer stated that Laconia High School was a difficult venue and presented specific issues for performance.
  - David stated that we have reached out to many venues the past few years and we've received a bunch of no's.Kristi also stated that she is a proponent of not having a vaccine mandate for our company.
- No further public comment
- Oriana motioned to come out of public comment at 6:25pm. Samm seconded the motion.
  - **MOTION: Conclude public comment at 6:25pm**
  - **Unanimous vote: The motion passes. Public Comment closed at 6:25pm.**

**Secretary Report:**

- 03/08/2022 Minutes Approval:
  - Becky Fredette called for corrections to spell out "P&L" to "Profit and Loss"
  - Becky Guyer called for correction to spell out "D&O" to "Directors and Officers"
  - Becky Fredette called for correction of spelling of "Raelyn Cottrell"
  - Carey called for correction to spelling of "Mission Statement"
  - Becky Fredette asked for corrections to paragraph formatting.
- Becky Fredette motioned to approve the draft 03/08/2022 minutes. Samm seconded the motion
  - No further discussion
  - **MOTION: Accept the draft 03/08/2022 Board of Director's Meeting Minutes**
  - **Unanimous vote: The motion passes.**
- Correspondence
  - Carey read an email from patron Judi who applauded the efforts of everyone involved in the Wizard of Oz. The acting, music, costumes and scenery were outstanding.



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- David stated that himself as well as many other members have received many messages on a job well done all around.
- David thanked Carey for the content and clarity of the previous minutes. Oriana asked if we would be posting the minutes, and Carey stated yes on the website. Samm asked if we can post to Facebook to direct people to the website to see the minutes and Carey stated she would do that.

**Treasurer Report:**

- Brendan stated that there was more activity this month because we had an active show. The positive news is the account is in good shape, though the balance will have a little chipped away due to outstanding Oz expenses.
  - Becky G asked why we needed to pay for MT Pit. David stated there were questions going into Oz about having to pay for music again and that we need more clarification on that. Becky G asked where that clarification would be coming from, and David stated that it would have to come from Raelyn Cottrell.
  - Samm asked if we have a date that a show report is due by. David said no but he would like to discuss that in a bit. It's something a producer should be doing and reporting going forward.
  - Becky G stated the only outstanding bills are from Laconia Daily Sun advertising, the donation to Laconia Congregational Church, Becky G's bills and Jody Fredette's bills. Becky G asked David what we have traditionally donated to the church to which he stated \$250.
  - Oriana asked if the new makeup that was purchased ended up somewhere safe post show. Samm offered to follow up on where the makeup ended up.
  - Samm made a motion to approve the Treasurer's Report. Carey seconded the motion.
    - No further discussion
  - **MOTION: Accept the Treasurer's Report**
  - **Unanimous vote: The motion passes**

**Old Business:**

- Wizard of Oz Recap
  - Becky Guyer stated that she had received many positive comments.
  - Becky Fredette stated there were some issues with Laconia High School and our ability to use it again in the future.
    - Becky G stated the issue goes back to a previous president and had been compounded by other company members. However, the actual issues the administration of Laconia High School has had with Streetcar in the past are not very clear. David asked why don't we ask the administration how they felt things went with this production. Becky G stated that she knows they had an issue with the amount of emails that were exchanged. Oriana stated that we are rebuilding relationships with the community in general right now, this is just another one we need to rebuild. It was stated that there were complaints of paint on the stage



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which had worn off by the time we struck the set and paint on legs. It was noted that was not done by us, because our members noticed it during load in. David stated that going forward maybe we should inspect a space before we load in.

- Brendan stated that we took in \$8326.04 in tickets and concessions. He stressed again that Becky G is due a round of applause and thanks for a good show that was embraced by the community. He stated we would be taking a little bit of a loss. The original budget was \$9000, with \$1895.01 left as of opening night and remaining expenses of \$2470.32 needing to be paid. Royalties were budgeted at \$2000 and came out at \$2140. We did receive a refund check for \$698.92 and it was unclear if Raelyn was aware of this and accounted for that in the budget. Raelyn told Brendan there were outstanding bills of \$59.02 and \$97.18 for set construction, prop bills for \$59.94 and \$300, and costume bills of \$315.90 and \$1638.28. Becky G stated she was confused because the costumes were not that expensive and she thinks there is a misunderstanding. David stated that Brendan, Becky G and Raelyn should get together and discuss the show breakdown and present it in a clearer way.
- Samm asked if we have receipts from when the debit card was in Raelyn's possession and Brendan stated he did not. David said that any purchases would be on the bank statement and would've been on his Profit and Loss statement at previous meetings.
- David suggested we table the financial discussion of Oz until next meeting when we could have a clearer understanding.
- **Mission Statement Ideas**
  - Becky Guyer stated that we did have one years ago but it seems to have been lost, and it may be time to reassess.
  - Carey read out two submitted Mission Statements
  - All members looked up the Mission Statements of their favorite corporations and theatrical companies.
  - Brendan suggested, "To promote appreciation of amateur theatre through collaboration with the Lakes Region community both on and off stage."
    - Samm stated we should share this with the membership and community to get their opinions. Oriana added that she thinks that's valid and is worth getting the input.
    - Becky G made a motion to put the proposed Mission Statement out on Facebook and ask for further suggestions from our membership which we will review at the next meeting. Samm seconded the motion.
      - **MOTION: Share the working Mission Statement, "To promote appreciation of amateur theatre through collaboration with the Lakes Region community both on and off stage." to the Facebook page and ask membership for input and suggestions.**
      - **Unanimous vote: Motion Passes**
      - **Carey will post the working Mission Statement on Facebook**
- **Tilton School**
  - David wants to bring everyone up to speed. Tilton School reached out to us to see if we would be willing to collaborate with them to help them rebuild their program. There have been many positive discussions. We'd like to have a venue option for performances, so



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the discussion turns to what can we provide them. The Executive Board met with the school again yesterday. We had been talking with head of school, Kate Saunders, but now we are talking specifics with Kate Jones and Julie Connors who run the theatre program. They were giddy to have us show up and talk to them. David felt very overwhelmed seeing the facilities and felt that we didn't have enough to offer, but after discussions felt he was wrong. They are thrilled to have our support. We were given the green light to do shows there. Tilton School is now an option for Lion King, Jr., Brighton Beach Memoirs, and anything we want to do that doesn't interfere with their schedule.

- Oriana asked what do we need to do for them - what are they looking for
  - David stated when they have a need - they should call on us
  - Brendan stated there was no financial discussion to which Becky F clarified during original discussions it was stated we would pay the difference in the electrical usage between what they would normally be paying and what our use would increase it to.
  - David stated, specifically for Little Shop of Horrors they are looking for mics, piano accompanist, set dressings and props (which Jody and Becky F will help with), set design, choreography, costumes (which Becky G has offered to help with). David told them they can always ask us. Samm stated that we can always help find a solution if we aren't the solution ourselves.
  - Becky F stated they also talked about help with character development, running lines, etc.
  - Oriana stated she felt it will take some time to get people to jump to help, but with rebuilding our relationship with our membership we should have more hands willing to help out.
  - Brendan stated that wants everyone to know we have weighed the issues brought up during public comment about Tilton School. Tilton isn't easy to get to. Traditionally we are known as a Laconia company, and Tilton is not Laconia. But post-pandemic we really need to look at all our options.
  - David said this isn't a marriage - it's a collaboration that we can continually reassess and reconsider. Also, there were larger issues we had to deal with at Laconia High School including the elevator being out of commission, the chair lift, etc.
  - Becky F said that there are other parking options if you know the campus well.
  - Tilton School theatre holds between 200-250 people.
  - Becky G stated she feels this is a positive move.
  - Carey said she would really like to see Streetcar collaborate with the Tilton School in the winter similar to what Plymouth State does with ETC.
  - Becky F added that they did offer us parts of the mansion for unique performances/murder mysteries/dinner theatre
  - David wants us to come in strong on our support for them and show them that we are invested in this partnership.



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- Brendan made a motion that we pursue entering into a collaborative agreement with the Tilton School in return for use of their facilities. Samm seconded the motion.
  - No further discussion
  - **MOTION: Streetcar Company will pursue entering into a collaborative agreement with the Tilton School to assist in their theatre program in return for use of their facilities.**
  - **Unanimous vote: Motion passes.**
- SKYT Question and Answer Night
  - David wants to have an informational night for parents to learn about what SKYT is and offers.
  - Oriana asked if we can publicize the night in the newsletters at schools
  - David said he'd like to do it fast because Lion King, Jr. Auditions are coming up with performances tentatively scheduled for June 24-26th.
    - He asked someone to find a place and volunteer to get the word out.
    - Oriana stated if someone helps her brainstorm locations she would be willing to reach out and secure a location.
- Member Activities
  - David stated that there has been interest in more activities for our membership outside of our traditional shows
  - Becky G suggested a bbq/barn cleanup day since they've done that in the past
    - David stated he was nervous because Gilford Rd is busy and having kids run around seems like it could be dangerous. There also isn't much parking at the barn.
  - Samm stated we should do a family activity and maybe a second activity for adult membership
  - Carey stated that we don't really have a lot for our adult membership and it may be a good idea to have something specifically for them.
  - Oriana suggested bowling at Funspot
    - Carey said she feels like we need to involve our actual purpose of theatre/performing arts into whatever activity we choose to do.
  - Oriana said she will ask for something on a Saturday in June at whatever venue she finds for SKYT night.
    - Samm stated that June is tough because we have Lion King, Jr. plus it's graduation season, bike week and Father's Day
  - Becky G suggested an open mic night at Patrick's and said she would look into this as a possibility.

**New Business:**

- Committees
  - Discussion was brought up about various committees to spread the work of the Board of Directors as well as get more membership involved with roles other than those related to a specific show.



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- The need for a Fundraising Committee was discussed
  - Becky G stated that she felt each show should have a Business Manager instead of a company wide Fundraising Committee
    - David stated we can have both. The Fundraising Committee would be for the entire organization, and the business manager would be for a specific show. It wouldn't hurt for our organization to have a healthier bottom line.
- Oriana made a motion to have the Board of Directors create a fundraising committee and publicly recruit for it on Facebook and the webpage. Ray seconded the motion
  - No further discussion
  - **MOTION: Streetcar Company will create a Fundraising Committee and publicly recruit our membership to join it on our Facebook page and webpage.**
  - **Unanimous vote: The Motion Passes.**
- Becky F motioned to nominate someone from the Board to head up the Fundraising Committee. Samm seconded
  - No one immediately volunteered for the role.
  - Becky F withdrew her motion.
- 50th Anniversary Gala
  - Carey suggested we have some big event to celebrate the 50th Anniversary of Streetcar Company such as a catered dinner/gala with cabaret style performances from Streetcar alumni from shows in years past. We could sell tables of 8 and have silent auction items as well and hopefully get monetary donations to help Streetcar continue to operate for many more years.
  - Oriana motions that we create a 50th Anniversary Committee chaired by Becky G and to publicize the committee on Facebook and our webpage. Becky F seconded the motion.
    - **MOTION: Create a 50th Anniversary Committee, chaired by Becky Guyer, and publicize the committee on Facebook and our webpage to obtain more volunteers.**
    - **Unanimous vote: The Motion Passes.**
  - Educational Workshops
    - Table for now
  - Create a Show Pitch Template
    - Samm will take on making a template document that parties interested in pitching a show to Streetcar Company can fill out.
    - Pitch Night Date
      - Typically Pitch Night is done at a Board of Directors meeting.
      - There is no guarantee we will perform all pitches, and we also may choose to perform something not pitched.
      - Becky G stated we should start promoting it now.
      - Becky F agreed saying it will give us more time to review pitches.
      - Carey will promote Pitch Night on Facebook.
  - Background Check for SKYT Adults



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- It was discussed whether the Board would like to have all adults involved with SKYT productions have background checks to help alleviate any concerns parents may have.
- Oriana stated that background checks do not necessarily tell the whole story. She agrees we should do background checks and get fingerprints on some volunteers working SKYT shows.
- Becky F asked where do you draw the line and how do you determine who needs background checks and who does not. The cost would be substantial to have every adult involved in a show get a background check and it would end up cutting down on the help you will have for a show.
- Carey stated that as a parent - whether they are a guarantee or not - it makes her feel that the organization is doing it's due diligence if they are performing background checks on their adult volunteers that will be hands on with minors.
- Oriana and Becky F suggested we create a best practices and guidelines for participants in SKYT productions. Oriana stated she would be happy to take that task on. David stated he will email the Tilton School for their policies and documents to give us a solid starting base.
- Fundraising ideas
  - Carey briefly mentioned some fundraising ideas she had come up with
  - Specific discussion tabled to next meeting
- Gilford Old Home Day - August
  - Tabled to the next meeting

**Adjournment:**

- Samm motioned to adjourn and Becky G seconded the motion
  - ***MOTION: Adjourn the meeting***
  - ***Unanimous vote: The motion passes***
- **The meeting was adjourned at 9:09pm**

**NEXT MEETING: Tuesday May 10, 2022 (location and time TBD)**

Respectfully submitted,

Carey Hough  
Secretary

