

PM&L Theatre Special Board Meeting Minutes – September 2, 2021

The President calls the meeting to order at 7:05 PM.

Present: Christen Dominguez, Deane Jones, Adam Armstrong, Michelle Self, Paula Mantas, Randy Margison, Betsy Grindol, Guy Finley, Darius Russelle

Absent: Terry O'Brien, Jennifer Franco, Casey Audrain

Guests: Fran Jansta, Madison Mantas, Chris Jones, John Haderlein

Purpose of the meeting is to discuss operations for re-opening the theatre

Adam Armstrong moves to allow the president to have authority to update/change COVID guidelines/mandates, in consultation with the appropriate committees, as needed. Deane Jones seconds and the motion carries.

- The Board discusses masking requirements for volunteers

Randy Margison moves to require masks for all volunteers. Paula Mantas seconds and the motion carries with one opposed and one abstention.

- The Board further discusses COVID precautions for cast & crew

Randy Margison rescind motion to require masks for all volunteers. Darius Russelle seconds and the motion carries with two abstentions.

Adam Armstrong moves require any volunteers or staff within 6 feet of patrons to wear a mask with the building is open to the public. Deane Jones seconds and the motion carries with one abstention.

Adam Armstrong moves to allow directors, in collaboration with their producers, to determine the vaccine requirements for all involved in the production. Guy Finley seconds and the motion carries.

- Professional cleaning to be scheduled prior to volunteer cleaning
- Maintenance team will be installing the ERV/HVAC systems in the coming week
- Christen and Paula will meet to discuss any PPE that needs to be purchased

Deane Jones moves to budget up to \$500 for the purchase of PM&L Branded disposable masks to be used by PM&L staff. Michelle Self seconds and the motion carries.

- The Board discusses ticketing options and concessions

Adam Armstrong moves that while there is a statewide mask mandate, we only sell drinks at concessions and masks can be removed while drinking. Randy Margison seconds and the motion carries.

- The Board discusses marketing needs for reopening

Adam Armstrong moves to authorize the Print committee to print programs at 40% of prior quantity and use a QR code to allow patrons to view the entire program. Deane Jones seconds and the motion carries.

Guy Finley moves that any Season 59 advertisers can rerun their Season 59 ad in the Season 59.5 program at no charge, and any changes will be subject to a \$150 change fee. Adam Armstrong seconds and the motion carries.

Randy Margison moves cancel the Season Announcement/Reopening event. Paula Mantas seconds and motion carries.

Randy Margison moves to adjourn. Betsy Grindol seconds and the motion carries.

The meeting adjourns at 9:43 pm.

Respectfully Submitted,

Michelle Self
Palette, Masque, & Lyre, Inc.
Recording Secretary