

July 14, 2025 Board Meeting Minutes
North Country Community Theatre

In person: 31 Old Etna Rd, S-5

Adrienne Sass, Amy Roy, Amye Mason, Carol Cronic, Genna Kozlowski, Jason Archambeault, Lanni Luce West, Mia Sentman, Tommy Bauch, Alejandro Figueroa

Teen Members

Daniel Beaulieu

Absent: Lia Hammond

6: 31 Meeting called to order – Jason

Secretary's Report/Approval of minutes – Tommy

[May minutes reviewed](#)

- Lanni moved, Carol 2nd, Amye abstained

Treasurer's Report – Amye

- Report review
- Looking like we'll be in the black for DRS. Still waiting to get LoH check in but looking around \$19k
- Adrienne moved, Lanni 2nd - all approve

Teen Governance Group – Daniel

- Show was picked - Newsies
 - It's approved
- Went over fundraising stuff
- CHBM - 2 hours there and got \$500
- Car Wash - 8/09
- need to reach out to board - only Daniel signed up so far
- New addition to teen board: teen board BBQ at Daniel's
- 2 applicants
 - Susan and Lanni
- January 3rd - auditions
- DB: makes sure that Mary Gates got her raffle basket?
 - AM: no.

Standing Committees:

Teen Show Production – Amye

- Will resume in August

Teen Advisors – Amy

- Will resume in August

Summer Show Management – Lanni

- GK: Email re survey responses
 - They're all in at this point
 - JA - typically aggregated into a spreadsheet and shared w/ committee
 - Amy moves for Executive Session
 - Carol 2nd
 - 6:58 out of ES
 - AR - moves to have Lanni, Carol, and Tommy aggregate DRS survey and share with the board excluding production staff
 - Carol 2nd
 - Mia, Alejandro, Genna, Amye abstain
 - AS - what if subcommittee of summer production less production team
 - and work to present to board w/ information from aggregated results
 - Carol, Adrienne, Lanni, Jason
 - GK - some good questions for NNCT as a whole in the survey
 - Is the information related to NCCT be accessible to board?
 - AR - after it's been aggregated
 - AR - I like this. Teens do a good job with this.
 - LLW - there's been no feedback or follow-up historically
 - AM - I've addressed specific issues in the past
 - Referencing Teen show
 - AR - I think we need to be documenting when we're giving feedback
 - can be as easy as cc-ing the secretary so it's noted something happened
 - AS - I think it's good we provide an opportunity for feedback; people who don't care, don't solicit feedback
 - GK - final numbers for the show (P&L) for next meeting
 - Over budget

- Didn't exceed ticket sales but did exceed ticket price (budgeted for more kids than we sold and sold more adults than planned)

Finance – Genna

- GK - we want to be talking some specific topics
 - rent, storage,
 - JA - some type of analysis would be helpful
 - required expenses now, future

Marketing and Publicity – Amy

- Is there any feedback on DRS marketing?
 - was approached by Valley News and they're crazy expensive
- Could put a plan in place for future shows but would like to have a plan/budget
- We've done FaceBook, Insta, radio (\$1200/show)
- GK to show AR the expenses for marketing for the show
- MS - Target audiences of radio and paper?
- TB - discussion about production team doing marketing vs. marketing committee
 - JA - yeah. does require a plan
 - AS- I think it falls for the summer production committee
 - we picked the show, and then never really met again
 - Maybe the committee doesn't disband but checks in with the team and asks about what they need, how can they help, how do we stay engaged throughout the show
 - AF - at some point once the show and team is established, there needs to be joint meetings w/ production team, committee, marketing, etc.
 - for example say someone had a great connection w/ someone, we could leverage those sidebars into actionable items
 - GK - a lot of opportunity for synergy b/w these committees
- AR - Adrienne and I are planning to have a joint development and marketing meeting
 - we had some meetings prior to the show and want to continue
 - AF - next month is the annual meeting - could have new members - may have to wait until September -
 - MS - no, we have to plan for continuous work
 - AF - so we don't need to figure out new chairs, we can include others into the meeting - that works
- CC - someone at the dog park asked me how to get on the radar of NCCT for auditions
- JA- any time we try to do ad swaps they'll be like "you need to give us \$1k worth of equivalent stuff" and they're not the only one
- Conversation about engagement opportunities

- GK/AS - as teens we would engage the retirement centers

Development – Adrienne

- been working w/ AR to find joint meeting date
- AR - NH council for the arts has folded
 - does not exclude us for submitting final report for what we've received
 - 30 day post event forms - 2 of them
 - Need actuals
 - GK - can you show me what you need? AR - yes
 - Written eval that needs to be filled out - 7 questions, 5 pages
 - AR - need help

Building Operations – Mia

- MS - put in an extra dehumidifier
 - Needs to be emptied every day
 - AC doesn't work very well. It was inspected last year and the guy said it's as good as it'll get.
- Apparently we have to move in March
 - have invested in labeling tools and done full inventory
- AM - we pay \$2700/mo for Wheelock
- Subcommittee to find a new space?
- MS - the plan right now is to move into mason
- Might be a 3-4 year plan at some point

Scholarships were delivered and all went well

- LLW: went to Hartford and presented; gave the other at the theater

Non-profit postal status

- Tommy to have submitted by next month

Contracts committee for revisiting contract

- Not met

Meeting minutes to board members and members - Tommy

- Tommy to figure something out before next meeting

By-laws

- JA: will we have time to propose changes at this point?
- If it's not ready now, it's not going to happen prior to annual meeting
- The NH Grant was the driving force but the urgency has diminished w/ the dissolving of the council

- GK: AF sent out a newsletter a few weeks ago. Are we doing something to advertise the annual meeting?
- Do we have a plan?
- JA: that's the next agenda item!

Notifying members

- JA: we tell AF date, location, and zoom option
- AS: who's terming?
- Amye, Jason, Carol, Amy R., Mia - Carol and Jason are not running
- Miranda talked about it
- Lars talked about it
- Officers are voted at the following meeting
- 8/18/ - 6:30PM
- Location Wheelock
- Tommy to notify Amy F.
- Need drinks, snacks,
- LLW has historically done the slide show
- Mia's daughter to make the slide show
- Mia will bring screen and projector
- JA: we do it like a regular meeting
- AM: might be MIA in Florida

Strategic Planning conversation:

- AS: do we have a strategic plan?
- AR: I think it's good to let folks know when they're incoming
- AF: part of the problem is limited by funds if we can join a consortium of groups, we can have the shared resources, spaces, and a lot of things
- AF: after November I'll take the reins on that

Campaign for the arts:

- AS: can we ask AF for a campaign for patrons for the arts, not participants
- Folks w/ MBAs that can help w/ ops
- Call to action in service of the annual meeting
- "Is there anyone who can...? "

Next Meeting is Annual Meeting on 8/18/2025

8:23 adjourned

Carol moved, Lanni 2nd, all in favor