

May 12, 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

Teen Members

Daniel Beaulieu, Lia Hammond

Absent: Alejandro Figueroa

Meeting called to order – Jason

Secretary's Report/Approval of minutes – Tommy

[April Meeting Minutes](#)

- Mia moved, Amy 2nd, Lanni obtained

Treasurer's Report – Amye

- Quickbook report not matching so good
- \$20k - 2nd half of Byrne
- Lanni moves, Carole 2nd - all approved
- Organization tax status - Amye
- Rent was paid. We've reached lease renewal
  - Adrienne to reach out to Nancy about her space
  - \$600 increase (22%)
  -

Teen Governance Group – Daniel, Lia

- Had an interview w/ Ruth Storey (Jonah's mom)
- down to 3 shows: Newsies, High School Musical, Anastasia
- fundraising discussion
- raffle - looking for items (8 now)
  - \$2/1 \$5/3 \$10/7 \$20/15
- Cheer squad at CBHM
  - 8-11 - At the polo field
- 2 Weekend car washes in August
  - 9-10, 16-17

Standing Committees:

Teen Show Production – Amye

Teen Advisors – Amy

Teen Scholarship Committee - Lanni

Voted - Hetty -> Elizabeth Chambers; Ellen -> Cora Winslow

Summer Show Management – Lanni

- Summer show selection email vote documentation
- Addams Family -
  - 2nd and 3rd week in July
- No license yet
- Genna - Revising and updating contracts for production staff
  - Jason, Amye, Genna discussed
  - form ad hoc committee for this
  - Contracts are out as they were
  - Timing: after the show
    - Mia would like to be on this committee
    - Amy Roy and Tommy Bauch
      - Amy Roy: AACT has sample contracts
    - Genna on committee as well
- Silver Screen for t-shirts
  - last year was \$15 (w/ two colors)
  - This year: 1 color, \$9.55
  - Genna to reach out about other options
    - JA: can we charge more?
    - Order more for tech, pit, archives
- Struggling to get folks to sign up for concessions
  - Amye sent last night to the teens
- Amye - you can ask Lucas to give you weekly/daily reports on tix sales
- Genna will distribute voucher numbers to cast and pit
  - waiting to hear back from Lucas
- Production meeting on Saturday

#### Finance – Genna

- Need to meet

#### Marketing and Publicity – Amy

- Need to meet

#### Development – Adrienne

- Need to meet
- Amy Roy - last year applications were due June 30; not sure if it's still available;

#### Building Operations – Mia

- Most of the costumes are back - still waiting on Jim
- Unrelated but relevant: bought a Cricket machine
- Credit card returned to Amye

#### Closing the loop: Previous action items and updates

- Non-profit postage application status - Tommy
- Purchase of new amp - Amye, Carol
  - Spec'ed but not purchased
  - Jason to purchase w/ his card
    - Carole to forward Jason email
- Contract reviews and updates - Creation of ad hoc contracts committee

- Update on how to provide meeting minutes and agendas to members - Tommy
- Review of NCCT bylaws - Proposed language for accessibility - Amy
- Amy - feedback from the grant about accessibility
  - Two accessibility portions:
    - disabilities
    - web site accessibility
  - Need to connect w/ Amy F about it
  - Shared link w/ other accessibility statements
    - Drafted version read
- Genna - confidentiality and executive sessions

#### Other Business

- Upcoming board elections - Who is expiring/re-running?
  - Carole and Jason not running;
  - Amye, Mia, Amy R.

#### Next Board Meeting:

Monday, June 9th, 2025; 6:30pm - 8:30pm

This is a show conflict

Rescheduled to July 14.

Will need bylaws voting to be conducted via email

July 14th, 2025; 6:30-8:30pm

August 18th is the annual meeting 6:30-8:30

Tommy moves to adjourn, Carole 2nd - 7:47PM