

**ASSET BUILDING IN OUR COMMUNITY**  
**Board Minutes for December 9, 2009**

The meeting was called to order by Jan McRee. Present were: Mike McGhan, Dianne Cloone, Kren Abrahamson, Gary Vittoz, Dee Cassidy, Ed McRee, Ron Byerley, and Mary Frazier.

The meeting primarily focused on preparation for the Strut performance, and the Social Security Scandles.

It was noted that advertising is needed for Strut. Dee is preparing flyers and Ron and Mike will distribute them.

As a matter of clarification it was noted that performances which have multiple participants, must have as one of the performers a 4th grader, in order to meet the minimum age guidelines for participation.

More help is needed for the choral room. In order to maintain order, the bleachers in the room will be pushed against the wall. This will not only close that area, but will also provide additional circulating space in the crowded room. Supervision in the choral room will be done by Dee Cassidy, Ann Dickinson, Dianne Clone, and Mary Frazier.

A new "go between" may be needed, unless Ashley can continue in that position. Dee will contact Claudia Brown and ask her to communicate with Ashley to ascertain her availability to continue as "go between." It was also agreed that the ushers should experience the "run through" and Dianne will take responsibility for a "runner" to take CD's back and forth from the performers to the sound booth staff.

The tapes or CD's often have numerous pieces of music on them. Performers should be asked to isolate their particular number, in order to minimize confusion for the sound booth personnel. Moving from one act to another is often done quite rapidly, and if the sound booth staff has to search for a particular number, it is difficult. This requirement will be noted in the parent letter which will be sent prior to the "run thru."

Karen Abrahamson will be in charge of the sound booth, and she will recruit additional help for that responsibility.

Reviewers will be Geri Linsemier, Theresa Hurd, and Ed McRee

Board members are to meet at the "run thru" with Jan, and Dee. Last year "no shows" were a problem. Claudia Brown will be asked to contact the ushers and ask them to be present for the "run thru," in order for them to be oriented to the processes and flow of the evenings events. Dee will instruct the ushers and orient them to the event schedules.

Businesses have been contacted for donations. Mike McGhan and Ron Byerley will collect donated items. A list of merchants and businesses donating materials will be listed in the program.

Dee will ask Claudia about the lobby tables, and Dianne has made some excellent posters explaining ASSETS. They will be located in the lobby for review by arriving guests.

Master of Ceremonies will be Mike McGhan, Roger Nelson will explain ASSETS to the audience at intermission time.

Acts should be lined up and ready to go immediately after they are announced. Two piano movers are needed back-stage, and much time can be saved if acts are prompt, and ready to perform. A stage manager is needed to keep things moving. Mary Payne will be contacted by Dee Cassidy to see if she can assume the role.

"Ben" will be showing the CD of last year's performances for public viewing. He will have CDs and tapes available for sale.

Kevin Popel will assist in the Sound Room.

It was felt that a banner across main street would be very helpful in advertising the event. Ron Byerley will ask Kim to obtain permission for the placement of the banner. The location of the banner is not known. It may be that Roger Nelson has the banner in his possession, Ed will call him and see if it is in his possession. Mike McGhan does know a source for creating a new banner, should we be unable to find the old one.

Appended to these minutes are the "red and blue" page with specific dates for many of the activities we must carry out and complete for the Strut performance. Ron Byerly and Dee Cassidy will go over this sheet to make certain that we are not missing any vital activity.

The "run thru" will begin promptly at 12:00 on January 10th.

Re: Scandles. Ticket booth personnel will be: Mary and Ron on Saturday afternoon.  
Dianne and Dee on Sunday.

Ticket taker: Saturday--Claudia Brown  
Sunday-- ? Barb Crockett

Ticket office will open at 1:00 p.m. on Sunday

OUR NEXT MEETING WILL BE JANUARY 6TH at 4:00 AT THE REGULAR MEETING PLACE.

Respectfully submitted,

Mary Minnich, Recording Secretary