



Syracuse City Arts Council Meeting Minutes January 6, 2021 8pm

Minutes of the regular meeting of the Syracuse City Arts Council held on October 7, 2020 at 8:00pm, held virtually via zoom, meeting ID 882 0246 8447, in accordance with Executive Order 2020-1 issued by Governor Herbert on March 18, 2020 Suspending the Enforcement of Provisions of Utah Code 52-4-202 and 52-4-207 due to Infectious Disease COVID-19 Novel Coronavirus. No physical meeting location was available.

Board Members Present:

Russ Lynch, Chair

Cindy Hellewell, Secretary

Libby Fawcett, Treasurer, excused early

Tara Wilson, Fundraising Chair

Sheila Worley, Publicity Chair

LeAnna Hamblin, Theatre Chair

Brie Corrington, Junior Theater Chair

Candice Dallin, Grants Chair

City Representatives & Staff Present: Kresta Robinson, Vice-Chair

Volunteer Present: Ashley Fawcett

1. Opening Business

- Call to order 8:04 pm. Christopher Weaver is excused
- Cindy motioned to adopt the January 6, 2021 agenda as written and Brie seconded. All voted in favor.
- Libby motioned to accept the minutes from Nov 4 as written and Cindy seconded. All voted in favor. Tara motioned to accept the minutes from Nov 18 special meeting. LeAnna seconded. All voted in favor.
- Libby verbally reviewed the budget expenditures since Nov 4, 2020. This included payments for Zoom, AA Access, and Fractured Atlas. Cindy moved to accept the expenditures as explained by Libby and Tara seconded. All voted in favor. SCAC now has a 12-month account with zoom, a savings of \$30. Tara mentioned we need to check our billing in Dec 2021 as there is concern that Zoom may have overlapped payments giving SCAC 12 months instead of the 13 paid for. Our service should end about January 20th of 2022 with current payments made. Russ asked if Peach Jar charges us regularly. Libby clarified that this is not a regular expense. Libby was excused from the meeting.

2. Public Comment: No visitors were present for public comment

3. Report on Reader's Theatre for Jr Theatre and Theatre group

LeAnna and Brie coordinated the efforts for these events. There were 23 adults participate in the adult Theatre group and 18 youth participate in the Jr. Theatre group. This event was successful with enthusiasm from participants. Some wore costumes and/or makeup, had accents, and participants seemed enthusiastic. Youth participated who had not participated before and some who may not be given leads in a regular musical were given leading parts for this event. People had fun, prep was easy, and it was a free. A volunteer, Heather, was the assistant director for the adult group and that worked well. There were requests and questions about doing this event again next year and having additional Reader's Theatre events in the year.

4. 2021 Season for Theatre, Jr. Theatre, and Music

Brie reported that MTI is producing 15 musicals designed specifically for zoom. She hopes to do a version of this for the Jr. Theatre Summer Camp. The pandemic situation was discussed. Doing this event in a park is acceptable and would help spread space better. Currently the limit for group gatherings is 10 (not just per room). The board discussed how sports can hold their events, but arts are more restricted. If we work with the health department, we may be able to host an event under event rules which are different rules than renting rules. Kresta can check into whether we can apply under the same rules as the sports.

Heritage Days, if held, would be June 21-26th. The summer camp participants traditionally perform at Heritage Days. When asked, Kresta did not think it would be a requirement to have the vaccine for participation in Camp, but can't say for sure. Cindy mentioned that the vaccine is not available for most youth as they are not 16. It was decided to move forward with plans for Summer Camp until the point that we know it isn't possible.

Sheila asked about hosting an 8-person paint class with her being the 9th person. Kresta indicated this was possible and Sheila said she would talk with her later about this.

Tara asked about the possibility of using the police station for the orchestra again. Kresta thinks it will be ok but will check. LeAnna reported about 40-50 orchestra members attended rehearsals in the past. Kresta said we will need to purchase a thermometer for temperature checks and follow guidelines. The board discussed doing a Reader's Theatre. Decision will need to be decided by February for advertisement.

LeAnna discussed her ideas for activities and events. SCAC could host a summer Reader's Theatre. Online activities discussed included: hair and makeup tutorials, costume parade, pull out past show costumes, and/or costume slideshow. Sheila suggested doing a challenge with costumes. *Name that Show* could have pictured costumes with people guessing what show the costume is from. Participants could use their own costumes or use SCAC's costumes.

Kresta asked about doing *Big Fish* in August. LeAnna said it would be ok. The high school may not be available. Their calendaring meeting is Feb. 1st. We could approach them after that. Candice has not heard that indoor theatres are being rented at this point. Hopebox is using the Syracuse Amphitheater for their production of *Sound of Music* June 30-July 23. LeAnna could start rehearsals in April/May for July. Tara would like to perform in June as part of Heritage Days. The amphitheater calendar is currently open in June. Candice believes the amphitheater will fill up fast and recommends booking quickly.

The board discussed performing *Big Fish* at the Syracuse Amphitheater June 17, 18, 19, and 21, 2021. Cindy asked if this would be a conflict or challenge because the Jr. Theatre Camp is that time. The board would not be able to support each other in the same way with both events held the same time. Candice suggested that the Jr. Theatre Camp could use the Syracuse Amphitheater for the kids to perform with their camp. She thinks this may help ticket sales. Kresta mentioned that it could be good if for some reason Heritage Days is cancelled. LeAnna questions if we will have a place to rehearse. They could rehearse outside and on zoom. They could use the Community Center for small groups. There was discussion about double casting and ways to reduce the risk of one person with COVID quarantining too many show members. Candice answered a question that yes, we could get a projection screen for a fee. The theatre does not have one installed.

Leanna made a motion to investigate dates at the Syracuse Amphitheater for June 17, 18, 19, and 21st for *Big Fish* and Cindy amended the proposal to include the ability to reserve the amphitheater if costs work. Brie seconded the motion. All voted in favor.

Brie discussed possibly having the Jr. Theatre Camp two weeks daily instead of three weeks (Monday, Wednesday, Friday). Brie proposed that we plan for the Jr. Theatre camp in June. Candice seconded. All voted in favor. The board decided to plan on a Reader's Theatre this spring near Spring Break to look at finalizing a date for it in February.

It was discussed that *Matilda Jr.* auditions would be planned for July with practices starting in August and a performance in November. An audition workshop is planned for about a week before auditions. Plans are to invite the original production team to be involved in the show and then reach out to the community to fill vacancies as needed. Possible performance dates of November 15-20 were mentioned. We may be able to book it a week earlier than in the past. Candice doesn't know of any conflicts over this time.

Brie proposed doing *Matilda Jr* in July with rehearsals in August and production in November. Tara seconded. All voted in favor. Candice will check on amphitheater costs and fees. Ashley confirmed with the board that there are no plans for big events in January and February.

The board briefly discussed possible orchestra concerts in May, but that discussion and those decisions needs to happen when Christopher is present.

5. Publicity

- **Promotion calendar approval.** Ashley shared her ideas for the coming month. We could do miniature seminars. Professional people could speak about the importance of the arts. Community people could be highlighted (theatre/dance/music teachers). She liked LeAnna's ideas. LeAnna suggested costumes in February that could include the theme of famous couples. Working with Christopher, small musical groups could be organized to do a video performance. The board generally approved of these ideas.
- **Syracuse Connection information.** Sheila will include a thank you/good job for the Christmas Reader's Theatre. There was no SCAC information submitted for last month's magazine. Deadline was missed. She will announce that Jr. Theatre is doing exciting things coming up, to plan on *Big Fish* and *Matilda Jr.* and to encourage people to visit the website and volunteer. Ashley noticed the purpose as written on our Procedure and Policy Manual and suggested having this put up on the website.
- **Newsletter email (monthly/bi-monthly/quarterly).** Sheila would like the newsletter to be sent quarterly. Ashley suggested having update emails sent out when specific events come up. Tara will help figure out how to send these emails out. Russ is willing to also help with that. Sheila will plan to send something out in March. Sheila motioned that we have a quarterly newsletter emailed out. Cindy amended it to include additional emails for events. LeAnna seconded the motion. All voted in favor.

WORK SESSION

6. **SCAC Policy and Procedure Manual.** The board has access to this document from the agenda and on the shared google drive. Russ shared his screen and showed how to find this document online. He requested that people contact him if they have problems accessing the document. Board members can add, make suggestions, put in notes/questions, and otherwise work on this document through the google drive. Russ asked board members to add their input so the document would be ready for review in our February meeting.

7. Committee Updates/Discussion

Russ- Happy King's Day. If it wasn't for COVID he would have brought a King's cake, maybe next year.

Cindy-Asked board members to update their volunteer hours. This is used for grants and business solicitations.

Libby-excused

Tara-Discussed sponsorship letters. She will get something ready for board approval in March

Candice-Asked board members to look for needs and costs and get priorities to her of these needs in February. She can look at those and prioritize them when writing grants. We did grant last year from Rocky Mountain Power for timpani, but not the other one. Grants often like funding the youth.

Sheila-reported on her daughter's condition. Russ asked her to let us know if she needs support with something. Candice said to send her an email with what she may need help with.

Christopher-excused

LeAnna-Thanks for the board's help with Reader's Theatre. They have had positive emails and feedback, some from those who have not been big theatre supporters in the past.

Brie-She is re-assembling the volunteer committee. It was clarified that these meetings are not open meetings and can take place as they have been doing them. SCAC has a zoom account available for her to use.

Kresta-The bylaws submitted to the City Council have not been voted in. They were sent back to SCAC for further review. The city felt it was rushed and wanted to make sure they were from us and what we wanted.

Kresta was asked to get the minutes for us. Sheila appreciated this because she felt it was rushed. There is no

rush to get them completed. We can discuss them in February. Tara asked when the city would make city council assignments (to know who our city council representative will be). Kresta will ask if it is in January or February. Cindy requested that the bylaw document be put on the shared google drive. Russ indicated this could be done.

8. Future Agenda Items

-Cindy would like our history to be written down so that we do not lose this. Russ can contact Barbara Thurgood. Ashley did not have much success in obtaining information when she contacted Barbara Thurgood. Tara has binders of stuff.

-Tara suggested we may need to re-approve the budget in February based on actual expenses, so we have a better idea of what the finances really look like.

9. Adjournment. Tara motioned to adjourn, and Cindy seconded. All voted in favor. Meeting adjourned at 9:56pm.

1-6-2021 Minutes Approved: Feb 3, 2021

Russell Lynch, Syracuse City Arts Council Chair

Cindy Hellewell, Syracuse City Arts Council Secretary