



Community Players of Salisbury Monthly Meeting Minutes August 6, 2025

ATTENDANCE—Board Members—Rusty Mumford, Charlie Szentesi-Thomas, Betsy Metzger, Kyle Hayes, Shelbie Thompson, Matt Bogdan, Kel Nagel (?), Pete Cuesta, Kim Cuesta, Members—Bonnie Bosies, Cass Dasher

The meeting was called to order at 7 PM by VP Kyle Hayes.

The minutes for the July 2025 meeting were presented. One correction was suggested—Veronique Diriker is *formerly* of the CFES not *formally*. Charlie made a motion to approve the minutes as corrected. With a second by Lynne Bratten, the minutes were accepted.

The Treasurer's Report was presented by Charlie Linton. He cited that *The Importance of Being Earnest* is showing a profit and that this season has shown the best profit in 15 years.

Kyle presented the President's Report in Darrell's absence. Congratulations to the Summer Youth Theater Workshop Committee for a job well-done. Auditions for Annie have been scheduled for later this month and are posted on the website. Many thanks to Tony Broadbent and David Allen for the many hours spent getting the theater ready for the many activities planned for the very near future.

Committee Reports

- Concessions: Brenda Allen
 - Concessions are being planned for the Revue and getting ready for Annie
- Costumes* -Lynne Bratten-Report Submitted
 - *Costumes is not an established committee. If we want to make it official, we need a motion and then follow the process to change the By-Laws.
 - Do not move things without Lynne's input.

- 13 bags of costumes were accepted plus costumes for Annie and dance costumes—all are stored at Lynne's house.
- Facilities Management: Ken Johnson
 - The floor is done.
 - The shelving is going up.
 - First Aid Kits have been purchased.
 - Few more workdays are needed/help is needed.
- Fundraising: Matt Bogdan-Report Submitted
 - A Music Revue is planned for this month with 50/50 and beer, wine, and concessions.
 - The Fall Craft Show is planned for October.
- Grants: Matt Bogdan-Report Submitted
 - \$9400 was received in the MSAC grant.
 - The AED grant was received, and the AED will be installed ASAP.
- Historical: Bonnie Bosies—no report
- Hospitality: Rusty Mumford
 - We remain hospitable.
- House: Betsy Metzger-Report Submitted
 - The WiFi is much improved
 - AED to be hung near front door?
- Lifetime Achievement Award: Sharon Benchhoff-Report Submitted
 - Nominations are now open.
 - Return nominations to Sharon.
 - An email blast is needed.
- Marketing: Rusty Mumford
 - Work continues on the website rebuild.
 - A tentative date to go live is September 15.
- Membership: Melissa Dasher-Report Submitted/(See President's Report)
 - Dues are due 9/1.
 - Use the full-page dues renewal form.
- Nominating: Sharon Benchhoff-Nothing to Report
- Patrons: Kel Nagel
 - Perspective patrons are being sought.
 - Looking for a co-chair—Brenda Allen has expressed an interest in helping.
 - A letter to patrons will go out next week.
 - There will be an email before *Annie*.
- Performance Space: Kel Nagel
 - The Capitol Campaign is in the early stage. Kyle has

volunteered to help with this.

- There is a need for help in several areas. It was noted that we need to be specific in requesting those people to help.
- Last month, we declined to sign a construction agreement because we are not ready to begin.
- Production: Kyle Hayes
 - Kyle is putting out feelers for members of this committee.
 - He is looking for members who are Non-Board, not from last year, and representatives of multiple areas.
- Program/Program Advertising: Tom Robinson
 - A letter to advertisers will be sent out at the end of August.
 - Send Tom ideas for new Advertisers.
- Publicity: Pete Cuesta
 - The season banner is done.
 - Media is done for all four shows.
 - The committee is ready to start on *Annie*.
 - There is a problem with the banner location at JMB. The BOE has installed a permanent display which takes up much of the available room.
 - We have been cut to two billboards at a cost of \$350 for 1 month.
 - Do we need to go back to yard signs?
 - Should we do a mass mailing for the season? David and Pete will investigate the possibility through Mail Movers.
 - There are season Post cards on table.
- Scholarship: Lynne Bratten
- Tickets/Season Tickets/Box Office: Rusty Mumford
 - The plan is for ticket sales to go live by the end of August.
 - The Season ticket letter should go out by the end of August.
 - Rusty wants to train a couple of new Box Office personnel.
 - Lynne thanked Rusty for creating the certificates for New Teacher Appreciation.
- Social Media: Shelby Thompson
 - Shelby will transition out of social media as soon as replacement(s) can be trained.
 - She has talked to a couple of people who might be interested.

Old Business

- Membership Application Form-Melissa Dasher
 - Please use the full page form when renewing your dues.
- Production Committee Process Revision-Shelbie Thompson
 - Much discussion was held about the document which was

sent this week.

- Further action was tabled in order for the Board to have time for further review.
- Incident Report-Betsy Metzger, Kyle Hayes
 - Lawyers recommended that we have signatures of all involved parties on the form.
 - Pictures of the area and persons should be included if possible.
 - A signature should be obtained for “Refused Medical Treatment.”
 - Best practices for emergency procedures need to be developed—to be completed by end of 2025.
- Accessing Online Calendar-Ken Johnson
 - Will there be an integrated calendar for new website?
 - Will CPOS continue to use Keeny’s Google calendar?
 - These questions will be addressed in the rebuild.
- Salisbury Chamber of Commerce
 - Darryl is going to meet with the SCC to get up to date on our membership.
 - Kyle requested to be kept up to date.
- Open House
 - Matt made a motion to hold the Open House in conjunction with the October 4 Craft Fair, pending approval from Sherri. David seconded the motion and it passed. Items which need further discussion/action are:
 - Sending a mailing to whom
 - Cleaning
 - What to tour
 - Serving refreshments
- Generic CPOS Banner-Pete Cuesta
 - A CPOS banner was purchased and shown at the meeting.
 - A tablecloth also purchased.
- Committee Structure Revisions—tabled to next month
- Summer Workshop-Cass Dasher
 - Attendance was down this year (17 in the children/10 in the teen).
 - The program was successful.
 - Older workshop was appreciated.

- A debrief meeting is being planned.
- There was communication about *Annie* auditions.
- It was suggested that funding should be addressed sooner than it was this year.
- It seems that there might be a small profit this year.
- Other Old Business

New Business

- Microsoft Products for Non-Profit Organizations-Shelbie Thompson
 - Shelbie has information about the full suite of Microsoft products for non-profits (up to 300 users)—free?!?
 - The question was raised about it being an annual offer of forever deal.
 - Shelbie will pursue for further details.
- Alcohol Policy-Sharon Benchoff
 - The policy on alcohol consumption at Players' events needs to be clarified in the By-laws. A committee has been established to present that clarification:
 - Pete-chair
 - Rusty, Sharon--committee
- New Website Review-Rusty Mumford
 - The plan is to go live by 9/15 pending final Board review.
- Lifetime Membership Nomination-Sharon Benchoff
 - Ken Johnson was nominated for Lifetime Membership by letter from Sharon Benchoff
- Other New Business
 - Betssy requested that she be allowed to sell her bracelets at the Players table during the Craft Show in October. The Board agreed that this was fine.
 - Make-up Room tables and mirrors
 - Rusty made a motion to spend up to \$600 for tables and lighted mirrors to create a make-up area in the foyer for the shows we do at the Players Theater. Lynne seconded the motion and, after discussion, the motion passed.
 - Rusty will shop for tables and mirrors so that they will be in place for the next show at Players'.

- LSPAC requested that they be allowed to use our theater to do a show in Mid-October for one night. It would be fully supported by them with no personnel or equipment needed from us. Due to the many activities we have in October, the Board decided against this idea, suggesting that they choose another time and give us more notice to get it on our schedule.
- Tony—Lots of help is needed to get ready for Revue tech. We will be working this weekend. All help is appreciated.
- David Allen made a motion that we donate two season tickets to Bethesda fall raffle. The motion was seconded by Rusty and passed. Rusty will make the certificate for the tickets.

Adjournment—Charlie made a motion to adjourn the meeting which was seconded by Matt. The motion passed and the meeting was adjourned at 9:26 PM.

Respectfully submitted,

Rusty Mumford

CPOS Corresponding Secretary