

Transcription of 12/15/19 DIVA board meeting

Andy Dudas called the meeting to order at 4:37pm

In attendance: Aaron Clarke, Amy Sekhar, Andrew Hoover and Andy Dudas. One short of a quorum so we will not be voting on anything today.

Minutes from previous meeting(9/15/19) no discussion except to accept them with a vote at next meeting.

Treasurer's report: Andy mentioned we'd received a couple of moderately sized donations in the months since our last meeting. Improv ticket sales are still going strong and are bringing in a steady amount of money every month. He went on to mention Amy D has put together a "receipt letter policy" for donations of \$25 and above. Amy S asked if the donor would receive the letter if they make multiple donations over the course of the year for donations totaling more than the \$25. Acceptance of the treasurer's report will have to wait until the next meeting.

Expansion Project: Andy reported since our last meeting, the Redevelopment Commission had asked us for more info and the overall vibe of the project seems positive. Amy D and Andy met with Beth Fields from the City of Richmond in November. Ms. Fields explained the city is looking into what funding options may be available to the project for things such as the elevator/physical accessibility and fire safety equipment that may come from grants outside of the RDC budget. She also explained the process is now at a point where whatever RDC funds may be made available to the project is now being looked at in terms of the best way to process the monies, whether it be a bond or a forgivable loan or whatever.

Executive Committee: nothing to report

Nominating Committee: Andy tells the group Claudia Edwards, Roxie Deer, and Terrence Metz have been brought up as potential new board members. Roxie would've been voted on at this meeting but we cannot vote today. Claudia and Terrence(TMetz) will be voted on at the Annual meeting or possibly prior via electronic vote. Erica Kretchman politely declined an invitation to the board citing her already busy schedule but indicated she may be up for some committee work. Eric Marsh is interested in the prospect of a board position but wants more info. Amy D is keeping in contact with Eric about this. Amy S and Jared Adamson's board positions will expire at the end 2019. We have strategically left two board spots open for them to be voted immediately back onto the board. Aaron asks if we can hold this vote electronically in advance of the Annual meeting. Basically asking to hold any votes we can in advance of the Annual and 1st quarter meetings to expedite the process.

Budget Committee: Aaron Clarke says the proposed 2020 budget looks to be pretty much inline with the 2019 budget. No vote can be held to accept the budget.

Live @ DIVA: Andy reports the Chamber Series at DIVA held October 13th was moderately attended but was successful. A handful of children ages 10-14 performed their violins and/or piano as did Jared Adamson and Amy Dudas with about 10 people in attendance. Amy S inquired if the keyboard the Sekhar's donated to DIVA would be something they could claim on their 2019 taxes? Dec 7th Tony Truitt performed his "World of Wizards" magic show. There were about 15 in attendance. It was a fun show

that was geared towards kids about 10 years of age. Amy D and Andy think there could be a future with Tony to bring him back for more events at DIVA. Amy S mentioned she knows of an ASL interpreter that we could maybe bring in for some events, specifically Improv. Andy brought up local writer Steve Cleaver has contacted us about putting his original play "In the Bardo" (a one act play) on as a production. We have read the script and are looking at the feasibility of producing the show.

Community @ DIVA: Richmond Civic Theatre and the Richmond Symphony Orchestra have held some of their various committee meetings at DIVA over the last few months. We held our 2nd Improv Workshop Nov 23rd with 4 taking the class and will make plans for our next workshop in the 1st quarter of 2020.

Productions @ DIVA: Dept of Improv continues to do well. Our Dec. 6th 7pm show was once again up against the Richmond Holiday parade. We only had about 12 people in the audience while the 9pm show was virtually sold out. Speculation is the prospect of road closures could be playing into this. Workplace holiday parties were also mentioned as a possible reason for this. Our original guest for December was Ashley Seib but she had to back out due to a health issue. We are looking to get her rescheduled on 2020. Tickets for our October shows with guest Roxie Deer were so brisk, we added a Saturday show. Erica Kretchman, our November guest brought with her very strong and vibrant sold out crowds and her DIVA talks and "Date Connection" videos quickly became our most watched videos on our channel. Chris Daulton and Kim Ross from the "After 2 Beers" podcast will be our guests for January. Bill Langley will be our guest in February. Aside from improv, we are looking at Steve Cleaver's "In the Bardo" to be on our list of things to tackle in the coming months.

Marketing and Outreach: Andy recently filmed a segment on WCTV's "Access to the Arts." Mainly focusing on the Dept of Improv. The bulk of our marketing is Dept of Improv related. We are printing 15 flyers a month and distributing them to local businesses. Social media constitutes the bulk of our marketing efforts.

Development and Grants: nothing to report. This was covered during our "expansion project" discussion.

Development Consultant: Andy says when the doors open on the first day for business after the first stage of the renovations are complete, we need to be bigger, better, and have more things going on. And to make that happen in a way that is professional we need to seek a professional's help. Alison Zajdel's name has been floated as someone to seek out. Alison however is on the RDC board producing a conflict of interest. So we either need to wait until after the RDC has decided on our project or we should look for someone else.

Fundraiser: Nothing new to report. Months ago, the Leland said they would donate their ballroom for an event of ours. There are no details for whatever this event could become. Hoover says once Roxie is on the board, she would be a great addition to this conversation.

Revised By-Laws: not able to vote on these

New Business: November Improv guest Erica Kretchman floated the idea of the Dept of Improv going on the road for corporate/private events. This was a conversation we've had internally in the past. We want to end up with a "Hire Us" tab on the website early in 2020. We have had some discussions about rates but have not yet landed on final numbers. Steve Cleaver has reached out to us as a representative of the Richmond Meltdown, to put on an improv show as part of a series of performing arts events leading up

to the finale at Elstro Plaza. DIVA may be paid for this event. Hoover made a suggestion of creating something along the lines of an Improv flash mob. Andy, speaking as himself said he is not in favor of that but goes on to say anything that drums up publicity and attention, he's willing to listen.

Hoover asks if we can technically vote to adjourn the meeting?

Andy exercised executive privilege and adjourned the meeting at 5:40PM