

Tab 3

Mar 13, 2025 | 📅 CAP Board Meeting

Call to Order

Mar 13, 2025 7:00 PM by Maryann Guenther at SMCC

Roll Call, Officers

- ☐ ~~Todd Duesay, President~~
- ☒ Maryann Guenther, Co-Vice President
- ☒ Clara Smith, Co-Vice President
- ☒ Don Paulsell, Co-Treasurer
- ☒ Michael Cicirelli, Co-Treasurer
- ☒ Heather Scott, Co-Secretary
- ☒ Vicky James, Co-Secretary

Roll Call, Members

- ☒ Alex Moore
- ☒ Brian Hackett
- ☐ ~~Brian Myers~~
- ☒ Christine Landis
- ☒ Fr Bill Turner
- ☒ Leah Hall
- ☒ Linda Smith
- ☐ ~~Jeff Hatch~~
- ☐ ~~Shelley Wheaton~~

(names checked were in attendance, names crossed off were not in attendance)

Approval of Last Meeting Minutes

February minutes were shared by email and verbally read by Maryann at meeting.

Clara moved to accept and file the minutes, Christine second. No one opposed, and minutes were approved.

Officer Reports

- ☐ President
- ☐ Vice President

☒ Treasurer

As of 3.12.25 \$72,375 in the bank. Working on the paying bills from the Shrek show and will work on show report for next meeting.

Fr. Bill moved to receive and file the report, Clara second. No one opposed, and minutes were received.

☐ Secretary

E-Board Report

No meeting was held.

Committee Reports

- ☐ Youth Theatre -
- ☐ School Liaison - Shrek banner approved, dates confirmed for Summer Show (MMISL) June 13-15 venue TBD, dates confirmed for Summer Youth Theater for June 16-27, Shrek postcard permit requested.
- ☐ Barn -
- ☐ Scholarship - Maryann has been in contact with school district, April 1 deadline. Committee will need to meet earlier than in the past.

Old Business

- Bring a friend to an upcoming meeting.
- CAP Barn Seal up once it warms up.
- CAP Jr Fall Tom & Huck Producers Report was emailed out before the meeting, one outstanding item including the bill from CSD for rental.
- Odd Couple Updates
 - Michael emailed Todd and Don his producers report.
 - Costumes are at Michael's house need to be cleaned before returning to barn (Chelsea Cleaners).
 - Keys have been returned.
- CAP Jr Winter Shrek Updates
 - Final production meeting was Wednesday night.
 - There was a nice review in The Sun Times.
 - Parental feedback has been positive.
 - Finalizing producers report.
 - Thank you to everyone who volunteered and supported this show!
- Committee assignments need to be revised since a new board was implemented.

- Budgets
 - G&A Proposed at \$8669
Don motioned to approve, Clara seconds. No one opposed.
 - Meet Me In St Louis budget, working on a budget now and will be shared out by the end of next week.

New Business

- Meet Me In St Louis production discussion
 - Selected staff with a board liaison = Alex
 - Timeline
 - Auditions around April 7
- April Acting Workshop Gr 2-5 @ 4p-5p and Gr 6-8 @ 5:15p - 6:00p, \$20
 - Maryann has worked on budget, will share via email
 - <https://chelseaareaplayers.org/2025/03/post-2350/>
Fr. Bill motioned to approve, Christine seconds. No one opposed.
- Youth Theatre Workshop June 16-27 @ WSEC
 - Ad submitted to Community Ed. Spring Brochure
 - Dates of registration tba
- CERC/Kate Heinze - one night 7-9pm do something fun and theater related, Alex will lead and coordinate
 - Middle school ages Monday or Wednesday some time this summer
- Barn concerns
 - Keys - Producers should get them back when show is over
 - Returning of items - entire sets of items are missing, and an entire tote of clean costumes appeared in barn during Shrek show.
 - Dinner theatre items (dishes, silverware, glasses) inventory, organize, and determine best storage option.
 - Pests- Let's hire a pest control company to handle the barn. Alex will start to get quotes.
Fr. Bill motioned to approve, Clara seconds. No one opposed.
- Spring Musical 2026 - Alex would like to do Frozen Jr, bringing this up because the approval process takes longer than others.
Maryann motioned to approve, Vicky seconds. No one opposed.

Next Meeting

Apr 10, 2025 7:00 PM at St Mary's Church

Announcements

None

Adjournment

Mar 13, 2025 8:15 PM

Motion to adjourn by Clara, Heather second. No one opposed.