

**Arena Theater Board of Directors**

**Wednesday, April 29, 2020**

**6:00 pm regular session, ZOOM**

1. Call to Order
2. Roll Call
3. Privilege of the Floor/Correspondence/Suggestion Box
4. Approval of Minutes from March 25, 2020 board meeting, addendum decisions via email vote, and 4/8 special board meeting

**REPORTS:**

5. President's Report
6. Treasurer's Report
7. Standing Committee Reports
  - a. Fund Development Committee
    - Spring/Summer Donation Letter Report
  - b. Membership Committee
    - Membership meeting discussion
    - Elections discussion
  - c. Programming Committee (includes cinema, live, telecasts, publicity and film club)
    - Drive-in Movie idea
  - d. Facilities Committee
    - Ongoing security of theater during closure
  - e. Personnel Committee
    - Update on staff progress for UI
    - Discussion on hours for staff working after May 1 (Dagmar, Shauna, Rob, Phil?)
    - Discussion on Tim Balambao's maintenance work

**OLD BUSINESS**

8. Discussion/status of CARES loans and grants, Go Fund Me and Covid-19 Fund--Steven and Barbara
9. Discussion of use of remaining Operating Reserves Fund--Steven

**NEW BUSINESS:**

10. Election of officers at June 24 board meeting--Barbara

11. Timeline for re-opening: Cinema, Concessions, Bar, Personnel, Facilities—Barbara
12. Safety protocols for re-opening, hand sanitizers--Elizabeth
13. Modeling of budget through end of year: expected expenses vs. possible outcomes—Barbara
14. Communicating with the public: report from Board President in weekly email, on website--Barbara
15. Concessions thoughts and questions—Barbara
16. Next meeting date and time
17. Adjournment