



BLUFFDALE ARTS ADVISORY BOARD MEETING AGENDA
Saturday, March 19, 2022

Notice is hereby given that the Bluffdale Arts Advisory Board will hold a meeting via Zoom Saturday, March 19, 2022, scheduled to begin at **9:00 a.m.**, or as soon thereafter as possible.

REGULAR BUSINESS MEETING

1. Welcome and Roll Call
2. Approval of the January 29, 2022, Arts Advisory Board Meeting Minutes.
3. Discussion Items:
 - a. Report on Shrek
 - b. Refund policy for tickets
 - c. Theatre
 - i. Forever Plaid
 - ii. The Importance of Being Earnest
 - iii. Arsenic and Old Lace
 - iv. Les Mis
 - v. Guys and Dolls
 - d. Love Where You Live Event – May 23
 - e. Arts in the Park
 - f. Old West Days
 - g. Additional items?
4. Other Business (Reports, Updates, Upcoming Items, Follow-up, etc.)
5. Scheduling of next Bluffdale Arts Advisory Board Meeting
6. Adjournment

Dated this 17th day of March 2022

I hereby certify that copies of this agenda were posted on the Bluffdale City website www.bluffdale.com and the Utah Public Meeting Notice website www.pmn.utah.gov, and sent by email to the South Valley Journal, the Salt Lake Tribune, the Deseret Morning News, and each member of the Bluffdale Arts Advisory Board.

Wendy L. Deppe, CMC
City Recorder

Note: In compliance with the American with Disabilities Act, Individuals needing assistance or other services or accommodation for this meeting should contact Bluffdale City Hall at least 24 hours in advance of this meeting at 801-254-2200. TTY 7-1-1.

BAAB Board and Committee Meeting
March 19, 2022
Minutes taken by Marianne Dunn

Present:

Laura Garner
Ruth Gledhill
Amanda Luker
Marianne Dunn
Julie Fox
Kelsha Peterson
Joanne Frost
Melanie Gonzales
Kerry Severn

Minutes of January 29, 2022 meeting approved by:
Voted on and approved minutes Ruth, Joanne, Amanda, Kerry, Laura

Shrek Report:

Julie: Awesome, fun great turnout from community, everyone worked together very well, cast and technical crew very talented.

Laura: Any changes to better? Julie: getting the sets a little bit earlier would help backstage crew and actors.

Kerry: great to see large audience

Laura: cleanup and strike- all pitched in, it was great. Still working on costumes to get back to Sandy. Think we left table and speaker over at school which Laura will pick up.

Amanda: tickets- need to get new smart tablets. Current ones do not work correctly. Need at least 2 tablets and probably 3 smaller electronic devices for scanning tickets. Amanda thinks Android system would work just as well as Apple. City has implemented a new cash box system and our system doesn't work well, Amanda is looking into "Square" to help.

Motion to approve new devices: all board members approved.

Kerry: suggest doing Venmo. Amanda says she'll check with city about getting a city venmo account.

Julie: says she thinks Venmo does charge a fee.

Amanda will look into all options for payment options.

Laura commends Julie for doing such a great job. All second it!

Refund policy for tickets: What's the problem?

Amanda said somebody wrote in and asked for a refund. We did it but we need to have a refund policy written.

Kelsha says standard policy to not refund money for not making it because of weather

Amanda says we need to create a policy.

Julie says standard to put no refund policy, not able to use tickets, give receipt for a donation

Marianne suggests: "Transferrable but no refund". All agreed.

Theater:

Kerry- all is going well with Forever Plaid. Boys sound awesome.

Plaidettes? Would like intro act to warm things up.

Need more advertising. Need it by Monday.

Laura has advertising covered.

Amanda will get it up on web and social media. Video from Plaid would be great.

Joanne: Kerry do you need props. Laura says we have all props

Kerry: some props need to be updated a bit.

Joanne: says Tim Frost can help Kerry with props

Mark Reid of city: pops into meeting and thanks everyone for all done

Kelsha: Need to hire any tech? Need to jump on fast

Laura: no need to strike down in between because its April

Julie: says she can help

Kerry: says need spot operator

Laura will check with past help for tech help.

Julie: paid supervisor, 3 tech people,

Kelsha suggest we need to pay for all tech

Laura says we don't have the money to pay for all help. It becomes a slippery slope.

Kelsha feels we should pay a small stipend to help. Laura asks where do we stop? Melanie suggests gift cards.

Laura says we have voted \$500 small show, \$1000 large show

Amanda points out we are giving free tickets.

Kelsha feels we need to standardize how we pay our techs. The techs went to another city event and got paid \$50 and lunch. Kelsha feels we will have a problem in another 2 years. We need to do something.

Amanda asks do we need to evaluate price of tickets.

Laura and Marianne: disapproves of raising ticket prices

Laura says being on the Board is a volunteer job and committee job. It is not a hired position.

Kelsha feels how it works is not clear. She thinks it would be easier to get tech help.

Laura is afraid of breaking our budget. She feels we need to talk about what it means to be on a committee or board of BAAB. We ask for volunteer time.

Kelsha is not trying to disparage what has been done, we need to make it even across the board.

Ruth: as a new board member, she'd be interested in being taught how to help in other ways. To take time to teach others how to do tech and other help.

Kelsha agrees but make it more standardize.

Joanne suggests advertising more of needing help.

Laura says she will do some investigating from how other arts board handle this, look at the numbers and present for next meeting.

Julie: Forver Plaid- need to get contract and other to Summit. Need to check rehearsal dates and set coordination. Dinner theater?

Laura: Kerry – for donors and who helps to BAAB. Kerry has list. His company is paying for this. The dinner is for Kerry's business.

Julie offered help

Julie/Laura/Ruth can help with table centerpieces

Amanda: how many tickets can we sell? 75 presale, 75 door?

Texas Roadhouse will cater. Julie needs to know what will be needed at the school facility.

Concessions: Friday, Saturday, March 19, 2022

Amanda will create a google signup sheet for volunteers for tickets and concessions

Need 3 per night

Ruth will pick up concessions

Amanda- getting bios in early for Shrek helped so much. Will be doing program for Plaid. Could do pictures in it too.

Lawn signs- need help doing it.

Melanie has list where put Shrek put them. She will create areas for everyone to put it

Props? Laura says covered. The boys of Plaid can take care of it

Kelsha: Importance of Being Earnest.

Dates:

Auditions:

Laura will send out info to everyone.

Guys & Dolls: Dates? Either October or November

Can have full run throughs with set in basement. Laura will contact district to see if we can get in earlier.

We need volunteers to help with building sets to help with Chuck.

Kelsha: If we can't afford it, I prefer to cancel it. Referring to Guys and Dolls.

Laura: Let's see what money we have money from Shrek, grant, budget.

Eric prefers October

Ruth: Art project for city's "Love Where You Live" and BAAB sponsored booth at Old West Days, submitted to City through Amanda, they liked it.

Amanda: Need \$\$ amount for project.

Ruth: She has been collecting cardboard, need to buy paint in bulk for better deal, everyone save Amazon boxes need squares 6x5 or bigger

Save milk jugs, milk jugs lids, plastic containers for paint, need water & soda bottles with caps, not cans. Need plastic and cardboard. Would like \$300 for both events.

"Love Where you Live" city event from each city department. Date: May 23rd. 6:30-8:30

BAAB booth Ruth is doing. Advertise BAAB activities.

Ruth: tables will depend on how many we want to participate

Laura will do a backdrop with set pieces and banner ad of plays for city event

Les Miz in summer. Laura not doing much because of Chuck's health.

Old West Days- August 20.

Ruth: Who Doesn't Like Ice Cream art project.

Ruth: Will help with float

Kryssi can't do Summer music festival bc of health.

BAAB: Do Arts stuff but no music

Kelsha is going to create a Google calendar where we all have access to add events so everyone is in the know.

Laura - call city and cancel park for Music festival. Hopefully that means we can leave Arsenic show set on park stage each night.

Kelsha: Tech internship? Have kids signup and train. Eric can train them. Saratoga Springs actually charges the kids to learn, we can do it for free.

Julie has access to students that would be interested in learning. She needs to know exactly when- the week before to learn and then run the shows.

Julie- Laura asks Kelsha to firm up before school lets out to talk to local theater teachers and get info out to students interested.

Julie asks for a name for all the summer plays.

Kelsha: "Bluffdale Summer Series"

Auditions April 8-9. Laura is putting it in Bluffdale Times and Journal.

Next Meeting: Saturday, May 21, 2022 9:00am City Hall

Laura prefers face-to-face than Zoom

/s/Marianne Durn

Secretary, BAAB

Approved: May 21, 2022