



MONTEREY PENINSULA BALLET THEATRE, CORP.  
225 THE CROSSROADS BLVD., #253  
CARMEL, CA 93923

**MINUTES OF THE July 29th MEETING  
OF THE BOARD OF DIRECTORS OF  
THE MONTEREY PENINSULA BALLET THEATRE CORP.**

The meeting of the Board of Directors was held on July 29th at The Dance Center, some were also in attendance via zoom.

**Board Members in Attendance:** Jennifer Watts (online), Ginny Swan, Camille Reith, Kimberly Benson (online), Ryan McGuirk, Alicia Benn, Emma Waroff, Bonnie Bollman, Jason Neves

**Interested Party:** Tia Brown Rosenblum

**Board Members Absent:** None

**Welcome and Call to Order** – President Jennifer Watts, Call to order at 6:03 pm

Agenda:

1) Motions to discuss:

a. Approval of June meeting minutes, Meeting Minutes from June 14, 2024, *Motion regarding approval of June minutes* was presented by Secretary Kim Benson. Motion made by Ginny and seconded by Bonnie, approved.

b. Security at Sunset (Ryan)

Motion: Do not hire an external security officer for Backstage during Nutcracker Performances,

Motion: Ensure there is an additional volunteer added to Backstage Volunteer Check-In position for all performances to solely address any security needs

*Motions above presented by Ryan, Motion made by Camille and seconded by Alicia, approved*

- Check in table will have additional staffing of 2 parents to support check in time 5-630 supervised by Volunteer Check-In/Security Coordinator.

## 2) Updates

### a. Treasurer

- As of June 30th, \$200,142.50 balance
  - liabilities: sales tax payable from merchandise sales
- We have received corporate donations of \$3000, board donations of \$1500
- Expenses: costumes, rent, insurance (all paid to date), supplies for outreach, payroll
- Open Items: Adding Venmo as payment form before auditions, MPBT Paypal account is now classified as charity, decreasing fees

### b. Artistic Director

- Guest artists confirmed: flights booked, housing is set for December
- Awaiting 1 contract for teacher, setting teacher assignments for the fall
- Audition forms are out and we have received 72 to date
- EDD board item discussed
- Meeting with Backstage team to review check in process for auditions
- Board Bios and photos are live on website
- Awaiting further plan for community outreach program with CPY
- Advertisements for Nutcracker being delivered to other dance studios to expand outreach to community

### c. President

- Volunteer Updates
  - Still working on lead volunteer for Merchandise Coordinator, revisit on August 7th meeting
  - Lead Volunteer Coordinator position might need to be replaced
    - improve description of jobs in sign up genius for parents as they sign up
- T-shirts for dancers, Jenn to connect with potential donor to support

## 3) Items for discussion

### a. Welcome back get together (Alicia & Emma)

- theme will be Snow Scene after first rehearsal with everyone present (2nd weekend), hoping for minimal decorations, Snow Queen present in costume, ask girls to wear white
- Buddy program will launch, buddies announced, activity, photo
- Details of timing and efficiency to be discussed and presented at August 7th meeting
- *Motion to approve \$300 for Welcome Back Get Together made by Ryan, Seconded by Alicia, Approved*
- Potential Parent meeting at the same time to connect with parents regarding volunteering and expectations? To be discussed at next board meeting

### b. Board member timeline review & outstanding asks (i.e., Bios, Photos, Board donations) (Jen)

- Bios/Photos online, if missing please complete ASAP
- Board donations, goal is 100% participation by the board

- Confidentiality agreement and paperwork to be completed by remaining members ASAP
- Discussion of option to pay 1x fee versus offer families/businesses monthly installments for payment (to be revisited at later meeting)
- Grants
  - Monterey Gives has been submitted should hear mid September
  - Creating back-up options thru crowd fundraiser as necessary
- c. Youth Ambassador (Jen)
  - Survey results discussed with board
    - All agreed original goal was community service and outreach
    - Discussion of supporting that goal thru board
      - align with MPBT purpose
      - clear scheduling to support busy families
      - oversight
      - age groups (middle school vs high school)
      - Questionnaire sent out to board to be reviewed August 7th meeting
- d. Cookie idea (Ginny) - No updates

#### 4) AOB

- Board meeting 1st Wednesday of November conflicts with Pointe of Arte, checking on possible change of date via doodle form to board members.

#### FYI - Items for August 7th meeting

- a. Plan for Audition Day (who will be at what tables, what handouts, other info needed, etc.)
- b. Mandatory Meeting for Nutcracker participant parents
- c. Financial / Revenue generation Plan

Meeting closed at 8:00 pm

Signature:  
Kimberly Benson, MPBT Secretary