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Title: Lily White & Company Board of Directors Meeting Minutes

Date: 1991

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MINUTES FROM THE BOARD OF DIRECTOR'S MEETING
OF LILY WHITE & CO.
held on
Friday February 15, 1991

The meeting was held at Heidi Neuhaus' residence and was called to order at 8:45 P.M. by President Eric Selvey.

MEMBERS PRESENT: Eric Selvey, Paul Foltz, Donni Hunsicker, Heidi Neuhaus, Sharon Staub and Glen Wagner.

I. Approval of Minutes

The minutes from the previous board meeting of November, 1990 were not available for review.

ACTION: Approval of minutes tabled until next meeting.

II. New Business

A. Elections

1] Report on the Nominating Committee - Eric requested that we suspend the rules for the election of officers.

ACTION: The motion "That the rules for the election of officers be suspended" was made by Paul Foltz and seconded by Eric Selvey. Motion was unanimously passed.

2] The Nominating Committee presented the following slate of candidates for the following officers:

- a) President: Eric Selvey
- b) Secretary: Donni Hunsicker
- c) Members-at-Large: Sharon Staub & Glen Wagner

3] Eric Selvey requested to be dropped from the Nominating Committee as he is a candidate.

4] Heidi Neuhaus replaced Eric Selvey on the Nominating Committee.

5] Paul Foltz will review entire cast to ascertain voting eligibility.

- 6] The following time-table was given for the elections:
- a) The slate of candidates will be presented on Tuesday, February 19th.
 - b) Additional nominations will be accepted up until Tuesday, February 26th.
 - c) Election to be held Thursday, March 7th prior to rehearsal and election results tabulated during rehearsal.
- 7] Heidi Neuhaus will take care of preparing the job descriptions for the positions of President, Secretary and Members-at-Large along with biographies of the slate of candidates.

B) Budget for the Show at Altland's Ranch

- 1] Paul Foltz advised that we are getting \$400.00 for the show and probably spend almost the entire amount.

- 2] Proposed budget for this show follows:

Wardrobe:	\$ 20.00	Paul will take care of obtaining shoes for Aquarius. Other than this, there would be cost.
Props:	\$ 15.00	Sharon indicated that \$15.00 would be plenty for props.
Promotion:	\$ 50.00	We would be using approximately \$36.50 in postage for the show.
Sound:	\$100.00	This would be used to cover the cost of obtaining headsets and cable for each unit.
Lights:	\$195.00	Cost of renting one spot (\$45.00) and cost of renting dimmer board (\$150.00).
Sets:	<u>\$ 10.00</u>	Minimum cost
Total Budget	\$390.00	

ACTION: The motion was made by Eric Selvey "To adopt the proposed budget listed above for the Show at Altland's Ranch." This was seconded by Glen Wagner and was unanimously passed.

C) Volunteers for Altland's Ranch show

- 1] Paul Foltz informed the Board that Chuck Atwell would be handling the lights and running the dimmer board.
- 2] Heidi Neuhaus will check with Guy Kehler and Steve Patton with regards to running the spot lights. She will also check with her friend, Cheryl, about taking tip money.
- 3] Heidi Neuhaus will be back stage, Paul Foltz in the booth running the sound and calling cues.

III. Adjournment

- A) The motion was offered by Eric Selvey to adjourn the Board Meeting and was seconded by Donni Hunsicker and was unanimously.
- B) Meeting adjourned at 10:25 P.M.

Respectfully submitted,

Donni Hunsicker, Secretary

06/03/91

Lily White & Company
Board of Directors Meeting

March 12, 1991

The Board of Directors of Lily White & Company met on Tuesday, March 12, 1991. The meeting was called to order at 7:35 p.m. by President Eric Selvey.

MEMBERS PRESENT: Eric Selvey, Sharon Staub, Paul Foltz and Heidi Neuhaus.
Guest: Jack Sowers

MEMBERS ABSENT: Donni Hunsicker, Glen Wagner

I. **Approval of Minutes**

The minutes from the previous board meetings of November 1990 and February 15, 1991 were not available for review.

ACTION: Approval of minutes tabled until next meeting.

II. **President's Report - Eric Selvey**

A. Welcome to New Board Members: Eric welcomed Sharon Staub to the Board.

B. Annual Report: The Annual Report distributed at Company elections was briefly reviewed.

ACTION: Cast members who were not at elections will be mailed a copy of the report.

C. Communication with Cast: Eric discussed a recurring problem of communication with cast members. On a few occasions there have been cast members who were not informed about upcoming shows. The Board discussed this problem at length. The general consensus was that whenever possible, information should be mailed to the cast. The Board also agreed that contacting the entire company by telephone is a time consuming job since members are often difficult to reach, particularly on short notice. On those occasions when the entire cast must be called, Board members will assist Donni with this task. It was also pointed out that often cast members do not notify us of changes of address/telephone number, thus making it time consuming to track them down.

ACTION: 1) Information will be mailed to cast members whenever possible.
2) Sharon, Heidi and Eric will be available to help Donni make telephone calls whenever necessary.
3) Cast members were reminded in the Annual Report that they are responsible for notifying us of any change of address.
4) Eric will discuss situation with Donni.

III. **Treasurer's Report - Heidi Neuhaus**

A. 1990 Financial Statement: Heidi reviewed the financial statement for calendar year 1990. She reminded Board members that the report only goes through December 31, 1990 and does not include expenses or performing fees for the recent show at Altlands.

- B. Financial Policies: A draft of financial policies/guidelines put together by Heidi and former president Rich Askey was presented to the Board for review. After some discussion, several changes and/or additions were made.

ACTION: A revised copy will be mailed to all Board members for review; voting on adoption of the policies was tabled until the next meeting.

IV. Nominating Committee/Election Report - Heidi Neuhaus

- A. Nominating Committee Report: This report was presented and briefly reviewed.

ACTION: A motion was made by Paul and seconded by Sharon to accept the Nominating Committee report; motion passed unanimously.

- B. Election Report: This report was also presented and discussed briefly. Jack mentioned there was some concern among cast members that there was only one choice for President and Secretary. Heidi stated that several other people were asked to run for those offices, but all declined. She further stated that she was available during at least three rehearsals prior to elections for cast members to discuss nominations, and that all cast members received notices asking for nomination two weeks prior to elections. The Board agreed that all cast members were given ample opportunity to either run for office or nominate another member.

ACTION: A motion was made by Sharon and seconded by Paul to accept the Election Report; motion passed unanimously.

V. Old Business

- A. Altland's Show:

1. Eric informed the Board that Bernie Ehrhart at Altlands asked if our set could be left there for his next two shows. After considerable discussion, it was decided that our dealing with Bernie have been good in the past and there was no reason to believe there would be any harm in loaning our set to him with several provisos.

ACTION: A motion was made by Heidi and seconded by Sharon that the set be loaned to Bernie. The motion was amended to include the following conditions:

- 1) the set be left intact and not be dismantled, altered or repaired in any way by anyone other than our designate;
 - 2) Bernie would assume responsibility for the set and reimburse us to repair any damages that might occur;
 - 3) Lindsay Mills be given access to check the set for any damage and make necessary repairs following the first show.
- The amended motion was accepted and unanimously passed. Eric will contact Lindsay and Bernie.

2. A discussion was held regarding striking after the Altlands show. Many members of the cast did not help with the strike, and several did not even clear out their things from the dressing room as they had been asked to do. Heidi mentioned that some cast members did pitch in and help without grumbling and without being asked. It was also pointed out that at Altlands, lights and headsets must be struck immediately since the dance floor could not open until this was done. After a lengthy discussion, the consensus of the Board was that all company members should help strike, including performers. Jack did mention that some cast members said they weren't sure what to do and needed more specific instructions.

ACTION: Paul will have a sign-up sheet available for the next show with specific strike assignments. Cast members will be able to choose what they wish to help with or be assigned a specific job. Paul will also discuss this issue with the cast at the next meeting.

- B. Appointment of Managing Director: A discussion was held regarding the need to appoint a Managing Director. It was the consensus of the Board that this be a priority issue. After much discussion, the following was decided.

- ACTION: 1) Eric appointed an ad hoc committee consisting of Paul, Sharon and Guy Kehler to review applications for this position and make recommendations to the Board.
- 2) Heidi will do a mailing to the Company notifying them again of this position and encouraging interested cast members or friends from outside the company to apply; a copy of the job description from the Bylaws will be included.
- 3) A special Board meeting (time, date and location to be announced) will be held in April to review recommendations of the ad hoc committee and make the final decision.

- C. Update on Possible Future Shows: Jack met with several bar owners who are interested in having Lily & Co. do a show or fundraiser. Jack met with Michael Sheffit (Stallions) who expressed interest in a dinner show. Despite some problems in the past, he is willing to try again as long as this is being handled by our Company and not SCAAN. Jack told Michael that although we most likely would give money to SCAAN, this would not be a production run or sponsored by SCAAN. Michael asked that we notify him in writing of our interest. Jack also said that Frank Iadecola (Neptune) would make Paper Moon available to us for a Company fundraiser. Although Frank is unable to support another bar night at this time, we could do some type of mini-show/cabaret. The Manager of the D-Gem is also interested in having us perform there. A new after hours club will be opening (Illusions) and they are also interested in having us perform. Eric stated that he would like to do something at the Strawberry since that is the only bar we have not yet contacted, and it is important for us not to exclude anyone. It was also the consensus of the Board that these arrangements should be handled by the new Managing Director. Jack was thanked for his work and for coming to the Board meeting to present this information.

C. Update on Possible Future Shows (CONTINUED)

ACTION: As President of the Company, Eric will write letter to each of the persons named above confirming our interest in working with them. He will also tell them that we will be appointing a Managing Director in April who will contact them to discuss arrangements further.

D. Non-Profit Status: The Company's pending application for non-profit status was discussed.

ACTION: Heidi and Eric will get together this weekend to complete and submit the paperwork.

E. Cast Recruitment: Eric raised the issue of continued cast recruitment. It was the consensus of the Board that this should be an ongoing effort with posters and/or signs going up in the bars every other month. It was also felt that this could come under the Managing Director's responsibilities to either take care of this or form a committee to handle this. Eric also suggested that potential new cast members not be asked to perform a number as an audition. He felt this really intimidated new people and that we would have better success asking interested new people to come to a rehearsal and throw them in a group number to see how they did. Paul concurred with this suggestion.

ACTION: A motion was made by Heidi and seconded by Sharon that cast recruitment be an ongoing project handled by the Managing Director.

V. New Business

A. Reappointment of Artistic Director: Eric reminded the Board that the terms of the Bylaws require us to reappoint the Artistic Director on a yearly basis or appoint a new one.

ACTION: A motion was made by Heidi and seconded by Sharon that Paul Foltz be reappointed Artistic Director; motion carried unanimously.

B. Unity Festival: The Board discussed participating in the Unity Festival (scheduled for 7/28) again this year with the "Dunk-a-Drag" dunking booth. Heidi pointed out that last year the Company made a little over \$400.00 profit with the dunking booth. The consensus of the Board was that it was good PR for the Company and that last year's success was a good indicator that this would be a great fundraiser for the Company. The associated costs of \$65.00 space rental and \$127.00 dunking booth rental were discussed.

ACTION: A motion was made by Heidi and seconded by Paul that the Company again participate in Unity with a dunking booth; motion was unanimously carried. Heidi will send the check and application in to Unity and reserve the dunking booth.

C. Equipment Purchase: The need for the Company to purchase equipment was discussed at length. It was the feeling of the Board that lights are our

C. Equipment Purchase (CONTINUED)

major rental expense and should be looked into first. It was felt that we should investigate purchasing second-hand lights. Eric stated Lindsay had a contact at a store specializing in second-hand equipment who he would contact. Paul stated that he had no expertise in lights, but suggested Scott Steigerwald as a person with technical expertise who could help us decide on a plan to acquire lights. Paul also stated that he was told about the possibility of an arrangement with Location Services where we could purchase a used light and rent the remaining lights for approximately the same cost as for renting all the lights. Sharon felt that as Artistic Director, Paul should at least be part of initial discussions exploring what the company's needs are.

ACTION: Paul and Sharon will meet with Scott Steigerwald to discuss the Company's needs. Sharon and/or Scott will contact Location Svcs. (or other companys) to check into costs and possible combined rental/sales arrangements that could be made.

- D. Production Coordinator/Stage Manager: Heidi recommended that we consider appointing a Production Coordinator/Stage Manager for each show. She suggested this person be chosen by Paul and work as his assistant. This person would take care of putting a tech crew together, reserving any equipment, and either take blocking notes at all rehearsals (or find someone else to do this). This would free Paul to concentrate on the artistic parts. This concept was discussed at some length and the Board concurred with the suggestion. The Board also agreed that this position would not need to be a Board position, nor the same person for every show.

ACTION: Sharon will write a job description listing the specific responsibilities for this position. She will present it to the ad hoc Committee for input and review prior to presenting it to the Board.

VI. Correspondence

- A. MetroArts Seminars: Eric shared a notification from MetroArts regarding upcoming seminars, including one on Arts and the Law. Heidi felt it would be beneficial for someone to attend, particularly since we have no expertise in this area. Since no Board member was free to attend, it was suggested perhaps another cast member would be available and willing to attend. The cost of the seminar would be \$15.00 and will paid for by the Company.

ACTION: Heidi will contact Guy Kehler to see if he is interested and able to attend the seminar; if so, she will send in the registration.

VII. Adjournment

There being no further business, the President asked for a motion to adjourn.

ACTION: Motion made by Heidi and seconded by Paul; motion was unanimously carried.

Heidi Neuhaus

Heidi Neuhaus, Acting Secretary

MINUTES FROM THE BOARD OF DIRECTOR'S MEETING
Held Sunday, April 21, 1991

The Board of Director's meeting was convened at 7:00 P.M. at Eric's home. Those in attendance were:

Eric Selvey
Heidi Neuhaus
Paul Foltz
Donnie Hunsicker

New Business:

Eric started the meeting by making a motion to suspend the rules for a quorum as Sharon and Glen were going to be late. Donnie seconded the motion and all present voted in the affirmative.

Eric asked Paul to discuss with the Board the recommendations of the search committee in choosing a Managing Director.

Paul advised the Board that the committee had received two resumes for the position of Managing Director -- Glen Wagner and Chip Bowick. It was decided by the committee that since Glen was already known to the committee that there was no reason to meet with him. So, the committee invited Chip over to Guy's house for an informal meeting. After meeting with Chip, they felt that although he was weak in the area of public relations, his strong business background would be a good asset for the company. The committee had voted unanimously for recommending Chip as Managing Director to the full Board. During this meeting of the committee it was further recommended that Glen Wagner be asked to assist Chip in the area of public relations and marketing.

Eric offered the motion to make Chip Bowick Managing Director of Lily White & Company. Heidi Newhaus seconded the motion, and all present voted in the affirmative.

Eric asked Paul to notify Chip of his appointment to the position of Managing Director.

Glen Wagner and Sharon Staub arrived.

Old Business:

... Eric reported that letters were to the Neptune, Stallions and the D-Gem advising them that we were interested in working with them and to let them know that we are not going to be exclusively associated with any one bar. The letters also stated that we would receive the ticket sale proceeds for our patient relief fund.

... Heidi discussed with the Board that letters were sent to cast members who we haven't seen for a while. Two responses were received -- Ray Myers was still interested, but was taking a sabbatical. Pat, Penny and John were still interested in performing technical work with the Company.

- ... Eric mentioned that he and Heidi had worked on the forms for non-profit status. Jill Devine, a local attorney, will assist with the paperwork and filing of such pro-bono. Heidi mentioned that we had received our employer ID number.
- ... Heidi mentioned that the "Dunk-a-Drag" booth had been reserved and will be delivered for the Unity Festival this July. The Board was informed that there might be a possibility of the company performing at the Unity Festival and that Lindsey was following up on this item.

Miscellaneous:

- ... It was discussed with the Board about the possibility of doing a show for the Hospice in Lancaster. It was mentioned that if we couldn't do a fund-raiser at the Tally-Ho, that maybe we could do a show for the residents at the Hospice. Heidi said that she would call the Hospice and discuss the possibility of performing.
- ... It was discussed with the Board about the possibility of having a "rent-a-drag" program available. After discussion with the Board, it was decided that further information needed to be obtained.

Adjournment:

The meeting was adjourned at 8:20 P.M. and the Board was reminded that the next Board Meeting would be held on Tuesday, May 14th at 7:30 P.M. at Heidi's home.

Submitted by,

Donni Hunsicker,
Secretary

II. Welcome

President Selvey welcomed Chip Bowick as Managing Director of Lily White & Company and hopes that the Company will benefit from his experience.

MINUTES FROM THE BOARD OF DIRECTOR'S MEETING
OF LILY WHITE & CO.
held on
Tuesday, May 14, 1991

The meeting was held at Heidi Neuhaus' residence and was called to order at 7:43 P.M. by President Eric Selvey.

MEMBERS PRESENT: Eric Selvey, Paul Foltz, Donnie Hunsicker, Heidi Neuhaus, Chip Bowick

Jack Sowers, Guest

MEMBERS ABSENT: Sharon Staub and Glen Wagner

I. Approval of Minutes

- A. President Selvey asked for a correction to the minutes from March 12, 1991 on page 4, under the section Cast Recruitment by adding the words "motion passed".

IV. ACTION: Paul Foltz moved that the words "motion passed" be added on page 4, under Cast Recruitment in the Minutes from March 12, 1991. The motion was seconded by Donnie Hunsicker and passed unanimously.

- B. President Selvey asked for a correction to the minutes from April 21, 1991 on page 1, under New Business, in the fourth paragraph by correcting the sentence "Eric offered the motion to make Chip Bowick Managing Director of Lily White & Company." to read "The Committee made the motion to make Chip Bowick Managing Director of Lily White & Company."

ACTION: Heidi Neuhaus made the motion to correct the April 21, 1991 minutes, page 1, under New Business, fourth paragraph by correcting the sentence "Eric offered the motion to make Chip Bowick Managing Director of Lily White & Company." to read "The Committee made the motion to make Chip Bowick Managing Director of Lily White & Company." This motion was seconded by Paul Foltz. Motion was unanimously passed.

- C. President Selvey instructed the Secretary to mail out the minutes of November and February Board Meetings.

II. Welcome

President Selvey welcomes Chip Bowick as Managing Director of Lily White & Company and hopes that the Company will benefit from his experience.

III. Treasurer's Report

- A) Heidi Neuhaus reported to the Board that there was not a lot to report as she has not received all the bills for props.
- B) There is approximately \$1,127.00 in the Bank Account. The rental of for the dunk-a-drag booth for the Unity Festival has already been deducted.
- C) There is approximately \$500.00 earmarked for the Patient Fund.
- D) President Selvey requested a balance sheet for each Board Meeting.

IV. Old Business

A) Financial Guidelines/Policies

- 1) President Selvey expressed the concern of a receipt being turned in for reimbursement.

ACTION: Modifying the Financial Guidelines/Policies to read (Additions in bold):

V. Cash Advances/Receipts

Receipts for payment should be given to the Treasurer no more than 30 days after project/event or after approval by the Board of Director's or Treasurer. The Company will not be responsible for any receipt turned in after that 30-day period.

This modification was made into a motion by Paul Foltz, seconded by Chip Bowick and motion was unanimously passed.

B) Status of Set from Show At Altland's Ranch

The Board was advised that Lindsey would be called Tim and Steve to help tear down the set, but as of the meeting there has been no date set.

C) Upcoming Bar Shows/Nights

- 1] Chip Bowick informed the Board that he has spoken with Frank from the Paper Moon and he is ready for a cabaret show with 2 shows on a Sunday Night. Frank is willing to make posters and put them up along with the printing of the tickets. He requests that the tips go specifically to SCAAN. President Selvey informed the Board that there is a possibility of doing a show every three months. Further discussion followed.

ACTION: The following motion was made by Heidi Neuhaus: All tips from the cabaret performance at the Paper Moon be ear-marked for SCAAN Patient Relief. This motion was seconded by Chip.

After discussion on this motion, Heidi Neuhaus offered the following amendment to this motion: All tips from the cabaret performance at the Paper Moon be earmarked for SCAAN Patient Relief unless at the mutual consent of the Board of Directors and the Paper Moon to re-channel monies elsewhere. This amendment was seconded by Chip Bowick. Motion was unanimously passed.

- 2] Chip discussed with the Board the meeting with Michael of the Stallions. There is a possibility of doing a show along with a sit-down dinner, both of which would be held in the Oasis. This area seats 110. However, Chip wants to sit down and discuss various ground Rules. Chip Bowick and President Selvey would be sitting down with Michael.
- 3] President Selvey asked Chip Bowick to check with Ed Steigerwald of the Strawberry.
- 4] Heidi Neuhaus advised the Board that she was waiting for a phone call back from the Hospice about doing a show.
- 5] The Board was informed that the Illusions, an after-hours club, would be opening by July 4th and there might be a possibility of doing a ~~show~~ *Show* during the latter part of August.

D) Cast Recruitment

- 1] Paul Foltz advised the Board that there would be no rehearsals until after June 7th.
- 2] Paul discussed with the Board about getting together once a week for working rehearsals as this would be a non-pressure time to work on group numbers along with the opportunity of trying out new numbers. This would also be a time for cast members to build their skill levels. It was decided that Tuesday, May 28th at 7:30 P.M. for the first rehearsal and Chip Bowick would call about arrangements with the Vault.
- 3] President Selvey mentioned the fact that we need more exposure. We need to get the cast continually geared up so that by August of 1992 we would be able to do another Holiday-Inn-type show.

E) Nonprofit Status

- 1] President Selvey informed the Board that he and Heidi would get with the attorney at the end of the month.

F) Unity Festival

- 1] Heidi Neuhaus advised us that the payment was sent in and the booth has been rented. We were invited to be part of a Unity Bar Night to be held at the Neptune on July 13th from 8:00 P.M. until Midnight. Our slot would be from 9:00 - 10:00 P.M. to sell tickets and T-Shirts.

ACTION: Glenda and Chip will coordinate this function.

G) Equipment Purchases

- 1] The Board was informed that Sharon Staub, Paul Foltz and Scott Steigerwald met and reviewed the basic needs of the company. They sent out inquiries for information on lights.

V. Information from Managing Director

- A) Chip asked if there was any data available from the Law Seminar that Guy Kehler attended. As of now, there was no information.
- B) Chip discussed with the Board about the seminars and information that is available for Managing Directors.
- C) Chip mentioned the fact that Rick Pickels has volunteered to create a computer program for our patrons and mailing lists.
- D) It was felt that Chip should attend the fund raising meetings of SCAAN in order that he could get a feeling for Lily White & Company.

VI. Miscellaneous

- A) President Selvey advised the Board that Sharon Staub is working on job descriptions for the Ad-hoc committee.
- B) President Selvey would like to start work on an up-coming calendar and budget with Paul Foltz for next year and bring it to the Board Meeting in July.
- C) Jack Sowers announced his third annual Memorial Day party and cast is invited. It will start at 3:00 P.M..

VII. Adjournment

- A) Donni Hunsicker offered the motion to adjourn this Board Meeting. Paul seconded the motion with the motion passing unanimously.

The next board meeting will be held on July 9, 1991.

Respectfully submitted

Donni Hunsicker
Secretary

Minutes from Board of Directors - 121 July 9, 1991

**MINUTES FROM THE BOARD OF DIRECTOR'S MEETING
OF LILY WHITE AND COMPANY
held on
Tuesday, July 9, 1991**

The meeting was held at the home of President Selvey and was called to order at 7:48 P.M. by the President.

Members Present: Eric Selvey, Paul Foltz, Donni Hunsicker, Heidi Neuhaus, Glen Wagner, Sharon Staub and Chip Bowick.

I. Approval of Minutes

- A. President Selvey asked for a motion that the Minutes of February 15, 1991 be approved.

ACTION: Heidi Neuhaus moved that the minutes of February 15th be approved as submitted. This motion was seconded by Chip Bowick. and passed with a vote of 7 in the affirmative and 1 abstention.

- B. President Selvey asked for a correction in the minutes of May 14, 1991, on page three, the word "sow" should be changed to read "show".

ACTION: Heidi Neuhaus moved that the minutes of the May 14, 1991 be approved with the of "sow" being changed to read "show". This motion was seconded by Glen Wagner and the motion was unanimously passed.

II. Treasurer's Report

- A. President Selvey requested a motion to accept the Treasurer's Report as submitted.

ACTION: Paul Foltz moved that the Treasurer's Report be accepted as submitted and was seconded by Glen Wagner. Motion was unanimously passed.

III. Old Business

- A. **Update on Nonprofit Status:** President Selvey had talked to Chip Bowick to see if he would kindly fill out the necessary forms for Nonprofit status, but he would not be able to sign it, but he should have Jill Devine sign the forms. Chip Bowick responded it would take about a month, to the question of how long it would take to have the forms completed and signed.

- B. **Cast Recruitment:** Discussion was held on cast recruitment. The discussion revolved around "open"

recruitment versus "auditions". It was felt that the present system of having people come to rehearsals and plugging them in a group number is better than having open auditions at the moment.

- C. **Update of Unity Festival:** There was a change in the time for selling tickets in the bar on July 13th -- 10:00 P.M until Midnight. Glen Wagner reported that recruitment for the "Dunk-a-Drag" booth was going slow. Heidi Neuhaus said that she would be responsible to take care of the money and Paul's swimming suits at the end of the Festival.

Heidi Neuhaus mentioned that SCANN's Prevention Education Committee had condom pins left over and we might be able to buy them and make them available at the Festival.

President Selvey mentioned that the Company gets two free tickets for the Festival and it was recommended that names should go into a hat and two pulled to see who gets the tickets.

- D. **Update of Equipment Purchases:** Sharon Staub passed out a synopsis of various equipment that we might be able to use in Lily White and Company. She had discussed each item with the Board. One item that was mentioned during this discussion was the fact that at each performance we should check for a fire extinguisher. President Selvey asked that we table any further action on equipment purchases until Sharon gets prices and she has a chance to prioritize the list.

- E. **Calendar/Budget 1991-1992:** This item was tabled until next month.

- IV. **Artistic Director's Report:** Paul mentioned that there wasn't a great deal to talk about. However he checked with John Weber and August 16, 1991 would be find for a show at the Illusion. For the first cabaret performance at the Paper Moon, Paul would like to see a play as one of the acts. Also, Paul mentioned that October is fine for the Paper Moon.

- V. **Managing Director's Report:** Chip Bowick informed the Board that no one showed up for the Washington D.C. Gay Pride. Chip also mentioned that he was trying to firm up dates for a show at the Stallions. He is also trying to get the layout for the Paper Moon.

VI. **New Business**

- A. President Selvey reminded the Board that our fiscal year ends August 31, 1991 and that we should be thinking about how to disburse our Patient Relief Fund to AIDS organizations.

- B. Donni Hunsicker discussed with the Board the possibility of doing a "Mystery Guest" auction at the show in August. President Selvey asked if Chip Bowick and Donni present the details on Tuesday, July 16, 1991.
- C. Donni Hunsicker also discussed with the Board about the possibility of using one of the video tapes of a show and have stills made from it for the purpose of using such stills for posters and publicity. It was decided that it could be a breach of copyrights.
- D. Heidi Neuhaus reminded the Board that we have a show coming up and that we have no budget. Paul Foltz said that by ^{sp} next Tuesday (July 16th) we will have a budget together and we will have a short Board Meeting at 9:00 P.M. for the purpose of approving the show budget.
- E. Paul Foltz mentioned that Tim Wolfe's father had passed away on July 9, 1991 and it would be nice to send a planter.

ACTION: President Selvey made the motion that a planter should be sent to Tim Wolfe's home from the Company. Heidi Neuhaus seconded the motion and was unanimously passed.

- F. President Selvey discussed with the Board the request made by Glen Wagner to use the set of Lily White and Company which is still at Atland's Ranch for her show at no cost.

ACTION: Heidi Neuhaus moved that Glen Wagner could use the set of Lily White and Company, at no cost, for her show at Atland's Ranch on August 2, 1991. The motion was seconded by Chip Bowick. A vote was called and three members voted in the affirmative, three members abstained, Glen Wagner removed himself from voting; therefore, President Selvey cast the tie-breaking vote, voting in the affirmative and the motion carries.

- G. Glen Wagner discussed a proposal with the Board for her show on September 15th at the Stallions. It was offered by Michael Sheffet that Glen Wagner get members of Lily White and Company to act as waiters. The waiters would get one-half of the tips and the other one-half would go to Lily White and Company.

ACTION: Sharon Staub moved that we accept Glen Wagner's proposal to have members of Lily White and Company act as waiters for Glen Wagner's show on September 15, 1991 at the Stallions with one-half of the tips going to the waiters and the other one-half going to Lily White and Company and present this offer to the membership for their approval. This motion was seconded by Paul Foltz. A vote was called and three members voted in the affirmative, two abstained from voting and Glen Wagner removed himself from voting. The motion carries.

VII. Correspondence

- A. President Selvey stated that there was no correspondence to bring before the Board.

VIII. Adjournment

- A. Sharon Staub offered the motion to adjourn this Board Meeting. Paul Foltz seconded the motion with the motion passing unanimously. The Board Meeting adjourned at 10:12 P.M.

Respectfully submitted,

Donni Hunsicker,
Secretary

MINUTES FROM THE BOARD OF DIRECTOR'S SPECIAL MEETING
OF LILY WHITE AND COMPANY
held on
Sunday, August 25, 1991

The meeting was held at the home of Heidi Neuhaus and was called to order at 6:30 P.M. by the President.

Members Present: Eric Selvey, Donni Hunsicker, Heidi Neuhaus, Sharon Staub.

Members Absent: Paul Foltz and Glen Wagner

I. Suspension of the Rules

A. President Selvey asked for a motion for the suspension of the rules regarding Quorums.

ACTION: Donni Hunsicker moved that we suspend the rules regarding Quorums. This motion was seconded by Heidi Neuhaus and passed with a vote of 3 in the affirmative.

II. Proxies

A. President Selvey informed the Board that he has received written Proxies for voting on the issue of the distribution of monies from the Patient Relief Fund. President Selvey asked for a motion to accept these written Proxies.

ACTION: Heidi moved that the Board accept the written Proxies from Paul Foltz and Glen Wagner on the issue of the distribution of monies from the Patient Relief Fund. The motion was seconded by Sharon Staub. The motion was put to a vote with a vote of 3 in the affirmative. The motion carries.

B. President Selvey advised the Board that will will have to amend the Bylaws of Lily White & Company to include Proxy voting by the Board and it would be discussed at the Board Meeting to be held September 10th.

ACTION: Heidi Neuhaus moved that the issue to table the issue of amending the Bylaws of Lily White and Company to include Proxy voting by the Board until the September 10, 1991 Board Meeting. The motion was seconded by Sharon Staub. The motion was put to a vote and passed with a vote of 3 in the affirmative. The motion carries.

III. Resignation of the Managing Director

- A. President Selvey presented to the Board the letter of resignation of the Managing Director, Chip Bowick. President Selvey asked for a motion to accept this letter of resignation.

ACTION: Donni Hunsicker moved that the Board accept the letter of resignation from the Managing Director, Chip Bowick. The motion was seconded by Sharon Staub and was put to a vote. There were two (2) voting in the affirmative and one (1) abstention. The motion carries.

President Selvey led the discussion about a replacement for Chip Bowick. President Selvey will, with Board approving, ask Guy Kehler to serve as Managing Director until the end of Chip Bowick's term in January, 1992. President Selvey will have Guy Kehler talk to Paul Foltz regarding specific duties of the Managing Director. President Selvey asked Sharon Staub and Heidi Neuhaus to serve on an Ad Hoc Committee to draw up a more definitive job description for the Managing Director. President Selvey will also ask Paul Foltz to serve on this committee. President Selvey asked that the Ad Hoc Committee to present their proposal for the November, 1991 Board Meeting.

IV. Lily White & Company Calendar

- A. President Selvey presented to the Board, for informational purposes, the tentative Calendar of Events for Lily White & Company. President Selvey stated that this calendar would be discussed and voted on at the September 10, 1991 Board Meeting.

- B. Heidi Neuhaus mentioned the fact that there appears to be cast burn-out of late and before we would even vote on the acceptance of this calendar, that the proposed show for Sunday, September 29, 1991 at the Tally Ho in Lancaster, be discussed with cast at a cast meeting to be held on Tuesday, August 27, 1991 at The Vault.

V. Disbursement of Monies from the Patient Relief Fund

- A. Heidi Neuhaus distributed a report on the Patient Relief Fund for the period July 1, 1990 through August 31, 1991. The total available for distribution is \$1,165.00.
- B. After presentation of this report, discussion was held as to where the monies are to be distributed.

1. Several ideas for the distribution of this money was given. They were as follows:
 - a) South Central AIDS Assistance Network (SCAAN);
 - b) Eagle's Wing Hospice
 - c) Central PA Hospice
 2. With reference to Eagle's Wing, it was decided that the Board does not know for certain if Eagle's Wing is still operating or not. Sharon Staub stated that, although she would like to have the Board donate money to Eagle's Wing, she feels that we might be donating money to a cause that might not even be in existence now.
- C. After these discussions, President Selvey asked for a motion to distribute the monies.

ACTION: Heidi Neuhaus moved that \$1,000.00 be donated to SCAAN and \$165.00 be donated to the Central PA Hospice for direct patient care. This motion was seconded by Sharon Staub. The motion was put to a vote, with three (3) voting in the affirmative. The motion carries.

Heidi Neuhaus asked to amend this motion as follows: That \$1,000.00 be donated to SCAAN and that \$165.00 be donated to the Central PA Hospice for PWA care. Sharon Staub seconded the motion. The motion was put to a vote, with three (3) voting in the affirmative. The motion, as amended, carries.

President Selvey asked that this motion again be amended to reflect the additional \$10.00 donated by Sharon Staub for inclusion with the donation to the Central PA Hospice for PWA care.

Heidi Neuhaus so moved to amend the motion to read as follows: That \$1,000 be donated to SCAAN and that \$175.00 be donated to the Central PA Hospice for PWA care. Sharon Staub seconded the motion. The motion was put to a vote, with three (3) voting in the affirmative. The motion, as amended, carries.

Heidi Neuhaus will do an amendment to the Patient Relief Fund Report to include the \$10.00 donated by Sharon Staub.

D. President Selvey asked for a motion offering the services and/or support of Lily White & Company to Eagle's Wing.

ACTION: Donnie Hunsicker moved that President Selvey write a letter to Eagle's Wing offering the services and/or support of Lily White & Company in their fundraising activities. The motion was seconded by Heidi Neuhaus. The motion was put to a vote, with three (3) voting in the affirmative. The motion carries.

VI. Adjournment

A. As there being no further business to be conducted, President Selvey asked for a motion for adjournment.

ACTION: Heidi Neuhaus moved that we adjourn this special meeting of the Board of Directors. The motion was seconded by Donni Hunsicker. The motion was put to a vote, with three (3) voting in the affirmative. The motion carries.

Meeting adjourned at 8:10 P.M.

Respectfully submitted,

Donni Hunsicker, Secretary

Lily White & Company
Board of Directors Meeting

September 10, 1991

The meeting was held at the 1510 Penn Street and called to order at 7:50 p.m. by President Eric Selvey.

Members Present: Eric Selvey, Paul Foltz and Heidi Neuhaus.

Members Absent: Donni Hunsicker, Glen Wagner, Sharon Staub

Guest: Lindsay Mills

I. Suspension of the Rules

- A. President Selvey asked for a motion for the suspension of the rules regarding quorums.

ACTION: Paul Foltz moved that we suspend the rules regarding quorums. This motion was seconded by Heidi Neuhaus and passed with a vote of 2 in the affirmative.

II. Approval of Minutes

- A. The minutes from July 8, 1991 were presented for review and approval. President Selvey commented that he did not make the motion on page three, New Business, letter E, under action; this was made by Chip Bowick.

ACTION: A motion was made by Heidi that the minutes of 7/8/91 be approved with the correction noted above. This motion was seconded by Paul and passed with a vote of 2 in the affirmative.

- B. The minutes of August 25, 1991 were presented for review and approval.

ACTION: A motion was made by Paul that the minutes of 8/25/91 be approved as read. This motion was seconded by Heidi and passed with a vote of 2 in the affirmative.

III. President's Report

- A. President Selvey welcomed Lindsay Mills to the meeting and thanked him for attending.

- B. President Selvey also informed the Board that it had been brought to his attention that in previous years, programs for our shows had been printed at City Hall as the Mayor's contribution. He noted that we should keep this in mind when planning upcoming shows.

- C. President Selvey announced that a Board member, Glen Wagner, had a death in the family a few days prior. A discussion was held regarding whether to send flowers to Glen or make a contribution to a charity.

ACTION: Eric will contact Glen to determine if the family preferred that a charitable donation be made and inform Heidi.

IV. Treasurer's Report

A. Heidi Neuhaus distributed several reports to Board members; these included:

1. Unity Festival Income/Expense Statement
2. Amended Patient Relief Fund Report
3. "Loose in Paradise" Show Income/Expense Statement
4. Annual Report - 9/1/90 - 8/31/91

These reports were reviewed and questions answered. Heidi pointed out that the treasury contained only \$270.00 and that budgets for upcoming cabarets would have to be very limited.

ACTION: A motion was made by Paul that the reports be accepted. The motion was seconded by Eric and passed with two voting in the affirmative.

V. Artistic Director's Report

- A. Paul reported that planning for the upcoming cabarets has begun. Frank Iadecola will take care of lights and anything else we need, Scott Steigerwald will handle lights and Lindsay Mills will take care of sets.
- B. The short play, "Forget Him," planned for the cabaret has been cast. The actors will include Ray Myers, Jeff Betz and John D'Archangelo.
- C. The September 29th show in Lancaster is a benefit for the Lancaster AIDS Project, thus Lily White and Company will not make any money on the show. It is not scheduled to begin until 10:00 p.m. and we will go on first.

VI. Managing Director's Report

This report was presented by Eric Selvey since he has assumed the responsibilities of Managing Director until one can be appointed.

- A. Thank you letters for the show at Illusions have been written and will be mailed this week. A thank you letter to Chip Bowick for serving as Managing Director has been draged and will be sent. Eric also drafted letters to the bars thanking them for their support over the past year, telling them how much money we were able to donate to SCAAN and Hospice of Central PA, and giving them tidbits of upcoming attractions.
- B. Eric informed the Board that Guy Kehler was asked to accept the position of Managing Director until January; unfortunately, he declined. Eric did have another person in mind for this position, Lonnie Kerr. Lonnie was invited to attend either a Board meeting or rehearsal. Eric will pursue this issue.

VII. Managing Director's Report - Continued

- C. Eric also reported that the Stallions bar night for the SCAAN Walk for Life was successful and in excess of \$400.00 was raised.

ACTION: Eric will contact Mike Sheffit at Stallions to inquire about the arrangements for SCAAN to receive the funds.

VIII. Old Business

- A. Nonprofit Status: Eric updated the Board on the status of the application. He contacted Chip who has not yet completed the paperwork. Chip stated that he would meet with Jill Devine and complete the paperwork prior to the end of the month.

- B. Equipment Purchase: A short discussion was held regarding this. Heidi informed the Board that Radio Shack has headsets for approximately \$30.00 per set. Heidi informed the Board that following the show at Illusions, a patron in attendance offered the Company a \$100.00 donation for purchase of equipment. Heidi will follow up on this offer.

- C. Job Descriptions: President Selvey requested that the ad hoc committee previously formed meet and put together job descriptions for the Managing Director and Artistic Director. He asked that these be presented at the November Board meeting.

- D. Amusement Tax: President Selvey informed the Board that we are required to obtain a permit for all our shows and pay a 10% amusement tax: 5% to the City of Harrisburg and 5% to the school district. Funds being donated to a 501(c)(3) charity are exempt, thus we would not have to pay tax on any tips donated to SCAAN. The City does require, however, that funds be donated to the charity within a "reasonable" amount of time, and it was felt our current policy of donating funds yearly would not be considered "reasonable."

ACTION: Heidi will complete the paperwork for obtaining a permit for the October cabaret. A motion was made by Heidi that we draft a policy for disbursing our patient relief funds quarterly. The motion was seconded by Paul and passed with two voting in the affirmative.

IX. Ad Hoc Committees

- A. The Calendar Report, which was initially presented by Eric and Paul on 8/25/91, was accepted.

ACTION: A motion was made by Heidi to disband the Calendar Committee. The motion was seconded by Paul and passed with two voting in the affirmative.

- B. Eric asked for a report on the budget for fiscal year 1991-92. Heidi reported that due to schedules, she and Paul had not yet completed a proposed budget. She and Paul will get together and completed the budget for presentation to the Board.

ACTION: This item was tabled. The report will be completed by 10/1 and distributed to Board members for review. The proposed budget will be voted on at a special Board meeting to be held at 7:00 p.m. on 10/8/91 at The Vault.

X. New Business

- A. Eric informed that an ad hoc Nominating Committee should be formed for the January elections and a discussion was held about this committee.

ACTION: Eric will contact Donni to ask him to chair the committee. If he declines, another person will be asked. Eric will also ask for volunteers from the cast to serve on this committee at the next scheduled rehearsal.

- B. Eric reminded the Board that our bylaws require formation of a Finance Committee consisting of the Treasurer who is the Chairperson, the Managing Director and two others. It was also pointed out that the additional two members need not be cast members. He requested that the committee be formed and begin meeting.

ACTION: Heidi will form the committee and report back to the Board at the regular November meeting.

XI. Other Business

- A. Lindsay voiced some concerns regarding the set from the last show being kept at Illusions. Several issues regarding safety and liability were discussed. Alternate storage places for the set were also discussed. The general consensus was that Paul's garage should be sorted and cleaned out to accomodate the set. Heidi offered the use of an extra room in her home for wardrobe storage.

ACTION: Paul and Lindsay will choose a Saturday in October to assemble a group to clean and organize the garage. Wardrobe owned by the Company will be transferred to Heidi's for storage at that time.

- B. Lindsay also mentioned some ideas for raising money. He briefly discussed these ideas including games for Unity Festival next year. Heidi also mentioned renting our costumes and "Rent-a-Drag."

ACTION: These ideas to be discussed at the Finance Committee meeting. Heidi will formulate a proposal for costume rental to present at the special Board meeting in October.

XII. Adjournment

There being no further business, the President asked for a motion to adjourn.

ACTION: Motion made by Heidi and seconded by Paul; motion was unanimously carried.

Heidi Neuhaus

Heidi Neuhaus, Acting Secretary

14. Budget

Paul Politz and Heidi Neuhaus reviewed the Company's proposed budget which had been mailed to Board members one week prior to the meeting for review. Several questions were answered and a few corrections were made.

ACTION: The budget was unanimously accepted.

15. Business Details

Heidi presented a proposal for carrying out Lily & Company operations. The proposal was reviewed and two additional items were added to the proposal:

1. The addition of "rules" under articles which relate to articles.
2. The stipulation that each member must have any document they borrow for personal use returned prior to returning them.

ACTION: A motion was made to approve that the proposal be approved with the corrections noted above. This motion was seconded by Paul and passed with a vote of four to one in the affirmative.

16. Equipment Loan to Steven & Friends

Steve Politz requested permission from the Board to borrow a light tower to use in his sporting club.

ACTION: A motion was made by Steven that permission be granted to Steve to use the light tower. The motion was seconded by Heidi and passed with a vote of four to one in the affirmative and one abstention.

17. Adjournment

There being no further business, the meeting was adjourned at 7:15 p.m. Board members were reminded of the regularly scheduled meeting for November.

Heidi Neuhaus

Heidi Neuhaus, Acting Secretary

Lily White & Company
Special Board of Directors Meeting

October 9, 1991

The meeting was held at 2711 North Fourth Street and called to order at 6:40 p.m. by President Eric Selvey.

Members Present: Eric Selvey, Paul Foltz, Glen Wagner, Sharon Staub and Heidi Neuhaus.

Members Absent: Donni Hunsicker

I. Announcements

- A. Paul Foltz announced that he spoke with Company members regarding the proposed 11/29 Lancaster performance. It was the consensus of the Company that the 29th was not a good time and they would prefer to perform on 12/5. Paul will speak to Peter Allison and report back to the Company.

II. Budget

Paul Foltz and Heidi Neuhaus reviewed the Company's proposed budget which had been mailed to Board members one week prior to the meeting for review. Several questions were answered and a few corrections made.

ACTION: The budget was unanimously accepted.

III. Costume Rentals

Heidi presented a proposal for renting out Lily & Company costumes. The proposal was reviewed and two additions were made to the proposal:

1. The addition of "shoes" under articles which cannot be rented.
2. The stipulation that cast members must have any costumes they borrow for personal use dry cleaned prior to returning them.

ACTION: A motion was made by Sharon that the proposal be approved with the corrections noted above. This motion was seconded by Paul and passed with a vote of four in the affirmative.

IV. Equipment Loan to Glenda & Friends

Glen Wagner requested permission from the Board to borrow a light board to use in his upcoming show.

ACTION: A motion was made by Sharon that permission be granted to Glen to use the light board. The motion was seconded by Heidi and passed with 3 voting in the affirmative and one abstention.

V. Adjournment

There being no further business, the meeting was adjourned at 7:10 p.m. Board members were reminded of the regularly scheduled meeting for November.

Heidi Neuhaus

Heidi Neuhaus, Acting Secretary

Lily White & Company
Board of Directors Meeting

November 12, 1991

The regular bimonthly meeting of the Lily White & Company Board of Directors was held on Tuesday, November 12, 1991 at 7:30 p.m. at 1510 Penn Street. The meeting was called to order at 7:42 p.m. by President Eric Selvey.

Members Present: Paul Foltz, Lonnie Kerr, Heidi Neuhaus, Eric Selvey, Sharon Staub, and Glen Wagner

Members Absent: Donni Hunsicker

Guests: Scott Gahagan and Jack Sowers

Introduction & Welcome: President Selvey welcomed the guests to the meeting.

I. Suspension of the Rules

- A. President Selvey asked for a motion for the suspension of the rules regarding quorums.

ACTION: Paul Foltz moved that we suspend the rules regarding quorums. This motion was seconded by Heidi Neuhaus and passed unanimously.

II. Approval of Minutes

- A. The minutes from September 10, 1991 were presented for approval.

ACTION: A motion was made by Paul and that the minutes of 9/10/91 be approved as presented. This motion was seconded by Sharon and passed unanimously.

- B. The minutes of the special board meeting of October 10, 1991 were presented for approval.

ACTION: A motion was made by Heidi that the minutes of 10/9/91 be approved as presented. This motion was seconded by Paul and passed unanimously.

III. President's Report - Eric Selvey

- A. The President introduced Lonnie Kerr as the individual interested in assuming the position of Managing Director. He also informed the Board that Lonnie had been working with Paul on familiarizing himself with the Company.

ACTION: A motion was made by Paul that Lonnie Kerr be appointed Managing Director of Lily White & Company. The motion was seconded by Glen and passed unanimously.

IV. Treasurer's Report - Heidi Neuhaus

- A. Copies of the "Policy for Costume Rental" were distributed to Board members for information only; the policy was approved at the October meeting.

IV. Treasurer's Report (Continued)

- B. The Treasurer distributed copies of a policy on "Disbursement of Funds" as discussed previously. She informed the Board that she had a conversation with the City Tax Bureau regarding disbursement of funds to a nonprofit organization. The Tax Bureau indicated that biannual disbursement of funds was acceptable as long as the Company provided documentation at the end of each fiscal year of the amounts of funds disbursed and the recipient(s).

ACTION: A motion was made by Sharon that the policy be changed to biannual disbursements with the dates of September 15th and March 15th. The motion was seconded by Lonnie and passed unanimously.

- C. A financial report from the October cabaret was distributed. Heidi pointed out that we were only a few dollars under the amount of profit projected on the 1991-92 budget.

ACTION: A motion was made by Sharon that the treasurer's report be accepted. The motion was seconded by Lonnie and unanimously passed.

V. Managing Director's Report - Eric Selvey & Lonnie Kerr

- A. Eric informed the Board that a meeting was scheduled with Frank Iadecola and Ron Rohrman at Paper Moon to discuss the December cabaret. Lindsay Mills, Paul Foltz and Lonnie Kerr would also be attending.

- B. Lonnie provided an update on the status of Illusions. He voiced his concern about planning the February show at a place which may not be open at that time. Alternative sites for the show were discussed including Stallions, Holiday Inn and Riverfront Inn. Following a lengthy discussion, it was the consensus of the group that we look into Riverfront Inn.

ACTION: Lonnie will check into the size, cost and availability of Riverfront Inn and report back to Paul and Eric.

VII. Artistic Director's Report - Paul Foltz

- A. Paul announced that the Company voted not to perform in Lancaster in late November.

- B. Paul also informed the Board that the December cabaret was well under way; music has been selected and rehearsals have begun.

- C. The theme for the February show was chosen at a cast meeting and will be "Leather and Lame."

- D. Paul reported that work day to organize his garage was successful and that the Company's set was taken out of Illusions and is now stored in the garage.

VIII. Old Business

- A. Nonprofit Status: Eric reported that the paperwork for obtaining nonprofit status has been turned over to Lonnie.
- B. Donations: Heidi informed the Board that a light bar had been donated to the Company; she will make arrangements pick it up. She also mentioned that a mirror ball had been donated. Eric informed the Board that he had two strobe lights which he would donate to the Company.
- C. Job Descriptions: Eric discussed the need for writing job descriptions for various Company positions in the near future. The positions include: Managing Director, Artistic Director, Stage Manager and Production Coordinator.
- ACTION:** Paul, Sharon & Heidi to work on the job descriptions and present them to the Board at the January meeting.
- D. Bar Letters: Eric informed the Board that letters thanking the bars for their past support had not yet been sent, however he would take care of sending them this week.

IX. Ad Hoc Committees

- A. Finance Committee: Heidi reported that the costume rentals did not go as well as expected. The Committee does plan to do another flyer to advertise costumes for Mardi Gras and hope to rent a few additional costumes at that time. She also reported that thus far one member had been recruited for the Committee, Lindsay Mills. It was suggested that Heidi contact Steve Patton as the second Committee member.
- B. Nominating Committee: Eric reported that the Nominating Committee, consisting of Scott Cahagan, Tim Rhinehart and himself, met twice to prepare the report that was distributed to the Board (see attached). In addition to a slate of nominees, changes to the Company bylaws were also suggested. These proposed changes were discussed at length and in great detail.
- 1) Article IV - Governing Authority: the proposed change would increase the size of the Board by two.
- ACTION:** A motion was made by Sharon that Article IV be approved as presented. The motion was seconded by Heidi and unanimously passed.
- 2) Article V - Preamble: the proposed change would have officers elected by the Company rather than the Board. A lengthy debate regarding this issue ensued.
- ACTION:** A motion was made by Heidi that the preamble to Article V be approved as presented. The motion was seconded by Paul and defeated with a vote of 1 aye, 4 nays, 0 abstentions. The proposed change was stricken from the report.

A. Nominating Committee (Continued)

3) Article V, letter F - Vacancies: the proposed change would allow the President to appoint individuals to fill vacancies in offices with the advice and consent of the Board until the general membership elects an individual.

ACTION: A motion was made by Paul that Article V, letter F, be approved as presented. The motion was seconded by Lonnie and unanimously approved.

4) Article VI, Letter B - Membership on the Board of Directors: The proposed change increased the size of the Board by two members. Some discussion ensued regarding the wording relative to terms of office. The second sentence was changed to read, "The Board members shall be elected for two-year terms which are staggered."

ACTION: A motion was made by Heidi that Article VI, letter B be approved with the above change. The motion was seconded by Paul and unanimously approved.

5) Article VI, Letter D - Meetings of the Board of Directors: The proposed change calls for written application of four Board members for special Board meetings and specifies the Secretary's responsibility to provide notification of Board meetings.

ACTION: A motion was made by Lonnie that Article VI, letter D be approved as presented. The motion was seconded by Heidi and unanimously approved.

6) Article IX, Letter B - Criteria for Removal: A discussion was held regarding absence from Board meetings as a criteria for removal from the Board. It was agreed that the word "absences" should be changed to "unexcused absences".

ACTION: A motion was made to by Lonnie that Article IX, letter B, be approved with the above change. The motion was seconded by Heidi and unanimously approved.

7) Article VI, Section F - Vote by Proxy: This is a proposed amendment to the bylaws allowing proxy votes for Board meetings. A discussion was held regarding whether individuals should be allowed one or two proxy votes per year. The group agreed that the number should be changed from "two" to "one." In addition, it was felt that the last sentence should be changed to, "All proxies should be filed with and retained by the Secretary," to clarify its intent.

ACTION: A motion was made by Sharon that Article VI, letter F, be approved with the changes above. The motion was seconded by Paul and unanimously passed.

A. Nominating Committee (Continued)

8) Article IX, Letter C - Removal of Board Members: This is a proposed amendment.

ACTION: A motion was made by Heidi that Article IX, letter C, be approved as presented. The motion was seconded by Lonnie and unanimously passed.

9) Nominations for Board Positions: In accordance with the proposed changes in the bylaws, the category of Treasurer was removed from the slate of nominees and Heidi's placed in nomination for a Member-at-Large position.

ACTION: A motion was made by Sharon that the Slate of Nominations be accepted with the above changes. The motion was seconded by Lonnie and unanimously approved.

A motion was made by Paul that the Nominating Committee report be accepted. The motion was seconded by Heidi and unanimously passed.

X. **New Business:** None

IX. **Executive Session**

The President asked that the Board go into Executive Session and excused those guests present at the meeting. Following the session, guests were invited to return to the meeting.

X. **Other Business**

A. The President requested that the Nominating Committee select a fourth individual to add to the slate of nominees for the January election.

ACTION: Eric will contact the other Committee members.

XI. **Correspondance**

A. Heidi requested that a thank-you letter be sent to Rick Orndorf for donating the mirror ball.

ACTION: Lonnie will take care of the letter.

B. Eric informed the Board that ^{Mich}Michelle, owner of the D-Gem, was in the hospital and he would send her a card.

C. Eric also informed the Board that Jim Reigle did not receive the card sent to him thanking him for his help at the Lancaster show.

ACTION: Eric will send Jim a letter to let him know a card was sent and to thank him for his help.

- D. Lonnie informed the Board that John Slemens was hospitalized and requested that we send him a card.

ACTION: Eric will send a card.

- E. Eric informed the Board that he had not yet sent letters to the bars thanking them for their support over the past year, however he will do so within the next week.

- F. Jacki stated that the thank-you letter to the Paper Moon was greatly appreciated and posted on the employee bulletin board. He also suggested that we consider sending Christmas cards to the bar owners and other Company supporters.

XII. Adjournment

There being no further business, the President asked for a motion to adjourn.

ACTION: A motion to adjourn was made by Paul and seconded by Glen; motion unanimously passed.



Heidi Neuhaus, Acting Secretary



Heidi Neuhaus, Acting Secretary

Lily White & Company

Executive Session of the Board of Directors Meeting

November 12, 1991

An executive session was called by President Selvey during the regular Board meeting on November 12, 1991. All guests were excused from this portion of the meeting.


The President asked the Board for input and discussion regarding a problem with a member of the company, Donni Hunsicker. Two issues involving this individual were brought up: 1) third absence from a regular, scheduled Board meeting, and 2) failure to attend a scheduled Company performance without prior notification.

ACTION: A motion was made and seconded that Donni Hunsicker be removed from his position as Secretary of the Board of Directors. The President asked for a show of hands which was as follows: 4 ayes, 0 nays, 1 abstention. The motion was passed.

A motion was made and seconded that Donni Hunsicker be suspended from Lily White & Company for a minimum of one year. The President asked for a show of hands which was as follows: 4 ayes, 0 nays, 1 abstention. The motion was passed.

The President will send a letter to Donni outlining the Board's decisions. In addition, he will appoint an Acting Secretary.

There being no further business, the executive session ended and the Board resumed the regular meeting.



Heidi Neuhaus, Acting Secretary

SUMMARY OF MEETING OF MONDAY 30 DEC. 1991

- General Information: One Performance only
Sunday February 16th, 8:00 P.M. to 10:00 (approx)
We will have access for set up from Noon (12:00)
Set strike may occur either that night after the show or the next day, Monday, 17 February
Rehearsals will be held at Raje on Tuesday and Thursday, 11 and 13 February from 7:00 P.M. to 9:30 P.M.
- Set Up of Room
Lily and Co will use our normal stage of 16 feet by 20 feet set up against the permanent 30 inch runner which crosses the front of the sound booth.
The 10'X12' area adjacent to the sound booth will be curtained off for use as a dressing room. There is no running water in this area so a thermos will have to be brought.
Lily & Co. will have to provide tables and chairs for audience seating of approximately 200 people. Additional seating on the fixed runners and in the booths of the club will accommodate approximately 50 more people. The legal capacity for the building is in excess of 500 persons.
- Personnel
Lily and Co. will provide all technical staff except for a D.J. who will be the regular staff person for Raje. The Company will also provide front of house personnel including a coat check person. Raje will provide, in addition to their D.J., four (4) security persons and a bartender.
- Finances
Tickets for the show will be \$8.00 in advance, \$10.00 at the door.
Lily and Co. will pay Raje:
1) \$100.00 for electricity for the two rehearsals and the show day
2) \$ 75.00 for their D.J.
3) \$160.00 or \$40.00/person for the four (4) security people
4) \$ 30.00 for the bartender
for a total payment of \$365.00
Raje is donating the usual room rental fee of \$300.00
All monies collected from ticket sales, tips to the performers, and tips from the coat check will go to Lily White & Co. who will be responsible for paying any and all licenses, fees, taxes and expenditures associated with the performance. All proceeds from the performance are to be donated to AIDS Patient Support Funds of local AIDS Assistance organizations.
All monies from the sale of beverages will remain the property of Raje.
- Advertising & ticket sales
Due to the unclear legal status of B.Y.O.B Clubs in the City of Harrisburg, no advertisement will encourage patrons to bring alcoholic beverages to the show. When the Company is notified by Raje as to their legal standing in this matter, we may then choose to advertise B.Y.O.B. or not
Raje will display posters about the show as well as be an outlet for advance ticket sales.
Promotion and ticket sales are anticipated to begin on or about 20 January 1992.