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Title: Lily White & Company Board of Directors Meeting Minutes

Date: 1994

Location: LGBT-043 Lily White & Company Collection

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Lily White & Company, Inc.
Board of Directors Meeting
January 9, 1994

DRAFT

Members Present:

Fred Bollendorf
Paul Foltz
Ed Fuhrer
Bob Leonard
Daryl Morris
Eric Selvey
Jack Sowers
Sharon Staub

Excused Absence:

None

Unexcused Absence:

None

Presenter/Committee Reps:

Kathy Michaels

Guests:

None

The meeting was called to order at 5:15pm at 256 Boas Street, Harrisburg, PA by President of the Board, Eric Selvey.

I. Secretary's Report - Sharon Staub

Review of the minutes of the September & November meetings were postponed due to problems with the computer printer.

Sharon discussed the possibility of dividing the Secretary's job into two positions - one at Board level the other a staff position (with no term). She will prepare draft job descriptions and get them to the Board by Tuesday in time for the meeting at 7:00pm on Thursday.

II. President's Report - Eric Selvey

See attached. Checks were sent to York House Hospice and SCAAN. Letters were sent to all the membership concerning the changes to the By-Laws. Ed met with Rick Miller concerning the 501(C)(3). they met with Rick Miller to go over the accounting system we use and also the financial reports Ed generates. Rick has approved them.

The Pride Festival Steering Committee is now the Gay & Lesbian Community Awareness Committee. The festival is scheduled for 7/31/94. Our show is tentatively scheduled for 7/30/94. Eva Diam (the pastor at MCCC) was at meeting and reiterated her feelings on assuring the discrimination which occurred last year is not repeated. The festival lost money last year. Partly due to paying for all the professional acts. Kathy Ntonados of the Pep Grill is in Polychic and needs a card. Eric questioned if Steve is still helping with sets. Paul will check on this. Eric asked the Board to use the phone tree to encourage members to attend the annual meeting on the 13th, 7:00pm at the Vault.

Fred made a motion to accept the President's Report; seconded by Daryl; and unanimously approved.

III. Treasurer's Report - Ed Fuhrer

See attached. Balances were reviewed. The 501(C)(3) should be completed. Jan Tamanini has reviewed documents and okayed; so has Rick Miller. Ed still needs to check on status of ASCAP and BMI contracts.

Eric made a motion to accept the Treasurer's Report; seconded by Paul; and unanimously approved.

IV. Managing Director's Report - Daryl Morris

We need a new Managing Director as soon as possible. Contact Eric with names.

V. Artistic Director's Report - Paul Foltz

We need more male performers and technical crew. The bar night and Christmas show were very successful. We also need to develop additional performance places.

Daryl made a motion to accept the Artistic Director's Report; seconded by Jack; and unanimously approved.

VI. Standing Committees

A. Public Relations - Kathy Michaels

The bar night and the Christmas show had a good turnout. They did a mailing to patrons and feel that was the key.

B. Ways & Means - Jeff Nagle

Jack is organizing a fund-raising spaghetti dinner to be held at the Paper Moon.

T-shirt sales were discussed. Why were they not sold at the Christmas show as we had hoped? Apparently no one informed Missy or Betty of the Board's decision and their need to organize and staff a "booth". Eric will see that this is discussed at the next Ways & Means meeting. Jack suggested we ad T-shirt sales ads to our patron mailings. It was also suggested that we could use T-shirts as raffle items or as Dunk-A-Drum prizes.

VII. Ad Hoc Committee Reports

A. Truck Committee - Fred Bollendorf/Tim Rhinehart

No meeting.

B. Recruitment Committee - Paul Foltz/Jack Sowers

The December 6 meeting was cancelled and will be rescheduled. Eric sent his list of names to the committee. They all need packets.

C. Board Leadership - Eric Selvey/Tim Rhinehart

They are preparing a Board manual. One way to pull people in is to get them involved in committees first. Another retreat, perhaps June, is suggested for the Board. A followup to the last one. Board members preferred something after the hotel show. Dates will be investigated.

D. 30 Grand club - Ed Fuhrer/Daryl Morris

They are trying to get 5 people on the committee. Ed would like to wait to begin anything until we get a new Managing Director.

E. 1993-1994 Budget Development - Finance Committee

Eric will talk to Dale Schauer to see if he is still working on this committee and about "leftover" money and so on. New budget categories which we may need and have already developed will also be discussed.

Eric suggested next year's annual meeting be held at the Neptune where we will have lectures and awards. The Board seemed in agreement and will re-discuss closer to next meeting.

VIII. Old Business

Non-Profit Status has already been discussed.

Sharon is still working on first-aid kits and will fill us with stuff up to \$100 approval limit.

The template Letter of Agreement was reviewed by Jan Tamanini. She made some changes suggesting two different versions: out of town and local, where the out of town version has a travel and subsequent payment clause.

July 24, 1994 has been reserved at the Harrisburg Hotel for our large summer show. They are asking \$500 plus 16% service charge and 6% tax or free if we order \$4,000 in food and drink. This was not acceptable. Then they gave us a sliding fee scale where if food and drink are \$1,500-2,500 then rent is \$300; if over \$2,500 rent is free; if under \$1,500 then rent is \$500. They still need to negotiate special food, amenities and special packages.

IX. New Business

A. Annual Meeting

Eric and Daryl has put together a booklet for this year's Annual Report.

B. Organization Awards

Looking into materials needed to present 5 and 10 year service awards to members of Lily White, based on a start date of 1980 for the Company. We also have plans to give 1 civic award. We hope to do in February at the party.

C. Increase in Non-Profit Status Filing Fee

The filing fee is more than we originally expected. We need to increase the amount to \$465.

Paul made a motion to pay the higher filing fee; seconded by Daryl and unanimously approved.

D. February Company Part - Jack Sowers

Al Kochick is throwing a part for the Company at his house in February. The date is not set.

In addition, plans are being developed for doing a dinner theatre in his house and garage (carriage house). The house is already set for a restaurant for 30, except for seating. The carriage house is being converted to performance space that will seat about 65. Will announce to the Company at the party if it is okay to pursue.

IX. New Business (continued)**E. Other**

Jack noted that people are not supporting the area gay businesses, especially the Paper Moon, which is the area's only gay owned restaurant. What could we do to help promote them and get them more business? It was suggested to draft a letter to all organizations signed by reps of our organizations to support gay area businesses, if okay with Neptunes. Perhaps we could start a "Gay Chamber of Commerce", where with "honor" a business of the month. Paul will talk to Joe Wheale to see how Men's Chorus may feel about this. We will need a committee to do this. We should develop a newsletter, which the switchboard could help distribute. Daryl will discuss with Gary Gleitz of the Pennsmen and Eric will talk to Barry Loveland of the switchboard.

X. Correspondance

We received thank-you from SCAAN for our \$47 donation. GLSH is having a volley ball tournament March 5, 1994. HCT is having their arts award and asking for nominations for service to the arts.

Daryl made a motion to accept the report on correspondance; Jack seconded; and unanimously approved.

XI. Adjournment

A motion was made by Paul to adjourn the meeting; seconded by Fred; and unanimously approved. The next meeting will be at 6:45 before the annual meeting and then just after the annual meeting for Board Officer elections. The next regular Board meeting is scheduled for 3/13/94 at 5:00pm at Jack's house.

Respectfully submitted,

Sharon L. Staub
Secretary

01/13/94

Lily White & Company, Inc.
Board of Directors Meeting
January 13, 1994

Members Present:

Paul Foltz
Ed Fuhrer
Bob Leonard
Kathy Michaels
Ray Myers
Eric Selvey
Jack Sowers
Sharon Staub

DRAFT

Excused Absence:

None

Unexcused Absence:

None

Presenter/Committee Reps:

None

Guests:

None

The meeting was called to order at 8:35pm at The Vault, Second Street, Harrisburg, PA by President of the Board, Eric Selvey.

The terms for Treasurer and Vice-President are up for election. Eric opened the floor for nominations for Vice-President. **Jack Sowers nominated Bob Leonard; seconded by Sharon Staub and Bob accepted.** No other nominations were forthcoming. **A motion to close nominations was made by Ray Myers; seconded by Paul Foltz; and unanimously approved. Being the only nomination, Bob Leonard was accepted as Vice-President.**

Eric then asked for nominations for Treasurer. **Paul Foltz nominated Fishcakes (aka, Fluffy aka, Ed Fuhrer); seconded by Ray Myers; and Ed accepted the nomination.** No other nominations were forthcoming. **Paul made a motion to close nominations; seconded by Bob; and unanimously approved. Being the only nomination, Ed was accepted as Treasurer.**

Eric announced that the next meeting of the Board would be March 13, 1994 at 5:00 pm at Jack's house.

I. Secretary's Report - Sharon Staub

- A. Review of the minutes of the November meeting were postponed due to problems with the computer printer.

II. President's Report - Eric Selvey

Members of the Board met with Al Kochick last Tuesday concerning his offer to convert his carriage house and first floor into a dinner theatre. Paul passed a sketch of the floor plan. It will have seating for 65 in the carriage house performance area and 30 for dinner in his first floor. The kitchen is already outfitted professionally. He proposed a dinner theatre one Sunday in April as a test run. There will be two dinner seatings and shows. First seating will be at 4:00pm with

a 6:00pm show. The second seating will be at 6:30pm with an 8:30pm show. A ticket price of \$15.00 includes a dinner of roast chicken, salad and dessert with wine and the show. That is divided into \$7.50 to pay for dinner; \$5.00 to Lily White; \$2.50 to a charity. Tickets to just the show would be \$7.50 with \$5.00 to Lily and \$2.50 to the charity. We are responsible for supplying all the stage/performance related supplies. We will be able to rehearse there. We will also be responsible for renting/obtaining tables and chairs. We will provide service help for the dinner. We will need: 3 waiter/servers; 1 beverage server; 2 dish washers; 2 cooks; 2 food preps. Paul will be preparing a show for approximately 10 performers.

It was asked if the audience can bring their own drinks/wine. That will be check into. Al will front the money for the food purchase. We will probably have to pay amusement tax, as well as ASCAP and BMI. If we sell out, we will be making about \$100 more than a Paper Moon cabaret. Al is very enthusiastic about the show. He really likes what we do. If this works, a possible second show may be schedule where we do the dinner in the house, but serve dessert with the show in the carriage house. We will do only 1 show per night, but perform over multiple weekends. Paul also inquired into expanding into legitimate plays and Al is willing to consider.

Sharon made a motion to pursue the development of a dinner theatre as proposed with presentation of a budget for approval of the Board within one week; seconded by Ed; and unanimously approved.

III. Adjournment

A motion was made by Sharon to adjourn the meeting; seconded by Ray; and unanimously approved. Meeting adjourned at 9:10pm.

Respectfully submitted,

Sharon L. Staub
Secretary

Lily White & Company, Inc.
Company Meeting
January 13, 1994

DRAFT

Voting Members Present:

Fred Bollendorf
Paul Foltz
Ed Fuhrer
Scott Gahagan
Bob Leonard
Ray Myers
Ken Oakes
Tim Rhinehart
Eric Selvey
Ed Shriver
Jack Sowers
Sharon L. Staub

Proxies Received by Secretary:

Jim Lewis given to Sharon Staub
Andy Laudenslager given to Jack Sowers
Robert Grose given to Jack Sowers
Ed Steigerwald given to Jack Sowers
Kathy Michaels given to Jack Sowers
Daryl Morris given to Eric Selvey
Lynn Kintz given to Paul Foltz

Probationary Members Present:

None

Non-voting Guests:

None

The meeting was called to order by the President of the Board of Directors, Eric Selvey, at 7:20pm at The Vault. Copies of the Annual Report were distributed and members were referred to page 3 for the meeting agenda.

I. Treasurer's Report

The minutes of the August 31, 1993 membership meeting were reviewed. Corrections were made. **A motion to accept the minutes with corrections was made by Scott Gahagan; seconded by Ed Fuhrer; and unanimously approved.**

II. President's Report - Eric Selvey

Eric referred the members to page 2 of the Annual Report for his report.

Paul made a motion to accepted the President's Report; seconded by Jack; and unanimously approved.

III. Treasurer's Report

See page 4 and 5 of the Annual Report for the Company's 1992-1993 Fiscal Report. In 1992-93 we gave over \$6,500 to patient relief and over \$1,000 through the Community Fund. Our current operating capital is about \$3,000 right now. Rick Miller is reviewing the 501(C)(3). He needs one more paper from us.

A motion to accept the Treasurer's Report was made by Scott Gahagan; seconded by Stan Light; and unanimously approved.

IV. Managing Director's Report - Daryl Morris

See page 6 of the Annual Report.

V. Artistic Director's Report - Paul Foltz

Looking at this past years shows from last Christmas's a relatively horrible performance to this Christmas' which was one of our best prepared, he realized that taking the fall off was one of the best things we could have done. He hopes that we can keep expanding into "straight" plays. One of our best assets is our ability to keep our audience guessing. They should never be allowed to take us for granted. The '93-'94 season looks like a good year. Our biggest drawback is people - getting enough people to pull off the tours and hotel show. We have a serious personnel shortage, esp. in tech's and "boys". We need to encourage all performers to wear more than 1 hat; tech must know more than 1 job; performers must also work behind the scenes. We need to recruit reliable bodies for the hotel show that won't back out on us. He does not expect us to book more than 4 or 5 tours. We are putting together a 1.5 hour show by mid-March with minimum sets and props for the tour. A maximum cast size will be 10, minimum will be 8; with half "girls" and half "boys". The tour show will be available up until July 31st for performances. After that we will design a new tour show. We will probably take an act from the Illusions show for the tour.

Scott Gahagan announced the Lily Christmas show to his Tuesday volleyball team (from the Dignity group). He was permitted to hand out flyers. It was noted that the Gay & Lesbian Switchboard also sends us referrals.

Ken noted that we have a PR/image problem. People think that you must do drag to help with a Lily show. We need to let them know there is more to us than performing in drag.

Eric's goal for the hotel show is \$20,000 income including tickets, ads, patrons, and so on. Eric noted that tPR is working on a drag calendar. He is looking for photographers. We need people to serve on the Board and on our committees. We also need people to contact businesses for ads. If a member has ideas about anything - fund raisers and so on - pass the idea on. We can't act on it if we don't know about it.

Paul concluded his report by thanking the Company for all their hard work.

A motion was made by Sharon to accept the Artistic Director's Report; seconded by Ray; and unanimously approved.

V. Nomination Committee Report

It was noted that the annual report is being sent to advertisers, members, patrons, Allied Arts, and so on.

Bob Leonard made a motion to accept the Annual Report; seconded by Stan; and unanimously approved.

A. Eric directed the membership's attention to the proposed changes in the By-Laws. The floor was opened for questions and comments on the proposed changes.

A motion was made by Ken Oakes to accept the changes to the By-Laws; seconded by Paul; and unanimously approved.

B. Nominations for Member-at-Large

The Nominations Committee presented a slate of candidates for the Board which were:

Ed Fuhrer
Kathy Michaels
Ray Myers
Jeff Nagle
Jack Sowers

Jack and Ed are up for re-election to the Board. Two additional replacement members for members who vacated their Board seats. The floor was opened for additional nominations. Bob Leonard nominated Scott Gahagan. Scott declined the nomination.

Sharon made a motion to close nominations; seconded by Paul; and unanimously approved.

Ballots were distributed to all members in good standing with dues paid up-to-date. Each member was instructed to vote for four Members-at-Large. The votes were counted by Fred Bollendorf, Tim Rhinehart and Sharon Staub. The results are as follows:

Ed Fuhrer:	20
Kathy Michaels:	16
Ray Myers:	20
Jeff Nagle:	5
Jack Soewrs:	19

The four new Members-at-Large and there terms are as follows:

Ed Fuhrer:	2 years
Kathy Michaels:	1 year
Ray Myers:	1 year
Jack Sowers:	2 years

Eric congratulated Jack and Ed on their re-election and welcomed Kathy and Ray to the Board.

VI. Open Forum

Eric noted that the Christmas party has been postponed. Al Kochick offered to host a party for the Company on Sunday, Feb. 13, 1994 from 6-9pm. The Company will be notified via Newsletter. We will have Company recognition certificates for 10 and 5 years of service. There will also be recognition of community friends from outside of the Company that have been supportive of the Company beyond the call of normal duty. They will receive a "Lily" and a plaque. There are tentative plans for the next annual meeting to be a dinner meeting/party - hopefully at the Paper Moon.

Scott Gahagan asked if we ever considered advertising our shows in Philadelphia and Baltimore. Paul noted that its been discussed before, but music copyright law was always a problem. Now that we have the contract with ASCAP and BMI, that hurdle is eliminated and we can now consider serious advertising. We will need additional staff to pursue this however; we do not have the time with the current PR committee staffing. Kathy Michaels is the head of PR; call her to volunteer your services.

Eric inquired if communication in the Company was getting any better. He hasn't heard anything lately. It was noted that for one party, some members only recieved 2 hours notice. Ed noted that the phone tree received a positive response.

Eric noted that tapes for Broadway Angel are now available. Price is \$5.00. Paul reminded the membership that the tapes are for us only and are not to be distributed to non-members.

Daryl Morris arrived (after the election) and was invited by Eric to say a few words to the membership in light of his departure as Acting Managing Director. Daryl words: "good year - make next one better". Eric thanked Daryl for his work.

VII. Adjournment

A motion to adjourn was made by Scott Gahagan; seconded by Daryl Morris; and unanimously approved. The meeting was adjourned at 8:30pm.

Rehearsal for the show start Tues the 18th at 7:00pm at the Vault. There is will be a regular Tuesday/Thursday rehearsal schedule.

Respectfully submitted,

Sharon L. Staub
Secretary

-Mike Wallace Co-chair

Paul

MEMBERSHIP COMMITTEE MEETING

9 MARCH 1994

CALL TO ORDER

APPOINTMENT OF A RECORDER - Ray

COMPOSITION OF COMMITTEE AND WHY

NEED FOR LARGER COMMITTEE? - see 5 - grow as needed

APPOINTMENT OF CHAIRPERSON - RAY

PURPOSE OF COMMITTEE

GOAL STATEMENT: Over the next two years, to develop a pool of well trained competent performers and technicians and volunteers to carry out the work of Lily White & Company Inc.

NEEDS ASSESSMENT - Better Education; Training; devel. night perf. & tech. / Apprenticeships due to level of frustration

MEMBERSHIP POLICIES

OLD/INACTIVE MEMBERS: appeal letter of Apr. 14 / Telephone Tree Cross train all members

NEW MEMBERSHIP RECRUITMENT: member packet

RECRUITMENT TECHNIQUES

- 1 POSTER CAMPAIGN
- 2 MEET/WORK WITH COMPANY AT AN OPEN REHEARSAL NIGHT
- 3 OUTREACH TO THE LESBIAN COMMUNITY

advertize /
 15th - use lavender letter
 20th - Switchboard

Strategy:
 - Request for Obedience by appearance @ various organizations

OPEN FORUM

Youth Group must be 18

ADJOURNMENT

Order - Ray / Jack
 1 Repair / mail cards Program card Cindy
 - Purpose / Info. card

Poster for Appren'tic Program

Bars - Albany Lane
 - Theaters
 30

Apprentice - outline Lynn

11th @ 6 P.M. @ Jack's

Big Bro/Sis.

Membership Packet
 - me ^ Ray Paul
 - NisVoy

Lily White & Company, Inc. By-Laws

Article I - Name

The Name of this organization shall be Lily White & Company, Inc.

Article II - Purpose

The purpose of this organization is to produce events that typify the gay culture and, by production of such events, raise funds for AIDS patient relief and gay and lesbian civic organizations.

Article III - Membership

- A) Eligibility - Anyone who is in agreement with the purpose of this organization and who applies in good faith and who fulfills the stipulations of the Membership Policy, shall be eligible for full membership upon their submission to the Nominating Committee and final approval of the Board of Directors.
- B) Termination - Membership shall be terminated upon written request of the member. Failure to attend a performance without prior notification to the Artistic Director or without a valid reason shall be considered an intention to terminate. Failure to attend two (2) scheduled rehearsals per production without prior notification or without a valid reason (as determined by the Artistic Director) shall be considered an intention to terminate.
- C) Voting Rights - Members in good standing for a minimum of 90 days shall be entitled to vote on any matter presented before the general membership.

Lily White & Company, Inc.
Membership Policy

The essential elements for membership in Lily White & Company, Inc. are found in the Company By-Laws, Article III. This policy statement is meant to detail the general principles contained in that article.

As stated in Article III, Section A, there are [only] three (3) requirements for membership:

- 1) applying in good faith,
- 2) acceptance of the purpose of this organization, and
- 3) the **final** approval of the **Board of Directors** [Artistic Director].

The membership of Lily White & Company, Inc. is composed of those persons who wish to work with other Company members as performers, technicians and/or administrators. For a person to apply for membership in good faith implies a willingness by that person to work as a team partner, utilizing all their talents in whatever area(s) that will best promote the Company's projects. By this work within the Company, members implicitly express their acceptance of the Company's purpose, i.e. "to produce events that typify the Gay culture and ... raise funds for AIDS patients relief and gay **and lesbian** civic organizations". **Preliminary** [The] approval of the Artistic Director is required of each Company member and it is the Director's responsibility to see to the organization, management and running of the Company. It is at the Director's discretion that a member is given particular duties to fulfill for a production. A performance applicant may be required to do an audition appropriate to the role they would like to have. A technical applicant may be required to present credentials and/or demonstrate their expertise in their chosen area. An administrative applicant will be required to present a current resume and references appropriate to the position they are seeking.

Every applicant is considered "on probation" for their first ninety (90) days with the Company. This time is allowed for the applicant to become acquainted with the Company: its members, its working conditions, schedules and goals. It is also meant to be a time for the other Company members to become acquainted with the applicant and for the Artistic Director to observe the applicant and Company members as they interact, aiding in his/her determination of the applicant's abilities and willingness to be a group participant. The applicant will be added to the Company membership list, of which they will receive a copy, and be kept apprised of all Company activities in which they may choose to participate and may attend any Board or Company meeting as an observer.

At the end of a candidate's probationary period, and upon the recommendations of the Artistic Director, a candidate or slate of candidates for membership will be forwarded to the Nominating Committee for approval before being sent on to the Board of Directors for final approval. [After the ninety (90) day probation period, the Artistic Director shall make a final determination as to the applicant's membership status.] If approved, the applicant will be considered a full voting member, in good standing, of the Company.

If there remain questions or doubts on the part of the Artistic Director, and after appropriate consultation with other Board and/or Company members, he/she will determine if the applicant's probation period should be extended or if they should be asked to leave the Company. If the probation period is extended, it may not exceed forty-five (45) days and the Artistic Director, with the President of the Board, must discuss with the applicant why their probation period is being extended and offer every help for the applicant, if they so desire it, to become a full Company member.

Full Company member's are assessed an annual dues of \$15, which is collected on the fiscal year calendar, September through August. In order to maintain your voting rights at the January membership meeting and all interim meetings called until the July/August meeting, at least \$7.50 of the dues must have been received by the Secretary by January 1. The balance of the dues must be paid by July 1 in order to vote at the July/August Membership meeting. All previous year dues must also be paid up in order to vote at a Membership meeting. Voting privileges will be immediately reinstated upon the Secretary's receipt of all monies due.

When an applicant is approved as a Company member, they will be expected to work in some capacity on a least one (1) Company project each season in order to maintain their membership in the Company. They will be encouraged, however, to work with the Company as often as they are able to give of their time since this is the way the essential togetherness of the Company is preserved. The member will continue to receive all of the Company mailings and is invited to attend Company and Board meetings as an observer. Once he/she has met the minimum membership terms for eligibility to vote as set for in the By-Laws (currently 90 days), he/she is free to vote his/her conscience at Company meetings. Only Board members may vote at Board meetings. The new member will be expected to follow all Company regulations and policies, comporting themselves as professionals whenever involved in a Company project. **After 1 year as a member of the Company, including probationary time, a member may run for any available elected office.**

If a member knows they will not be able to fulfill their minimum requirements for a season due to whatever circumstances, they may take one of two courses of action:

- 1) request a leave of absence from the Company or
- 2) submit a Letter of Termination of Membership in the Company to the Artistic Director.

In the former cases (requesting a leave of absence), the member will retain all mailing and voting privileges, but will be expected to assist the Company in smaller matters whenever they are able to. In the latter case (termination of membership), the member will sever his/her relationship with the Company. A member who voluntarily terminates their membership may be added to the Company's Patron Mailing list and may be reinstated as a member upon application to and at the discretion of the Artistic Director. A member who simply becomes inactive without requesting either a leave or termination will have their membership reviewed by the Artistic Director, who, upon consultation with the Board of Directors, will determine the appropriate action to take.

A member will be terminated in accordance with Article III, Section B of the Company By-Laws, if he/she fails to attend a scheduled performance without prior notification of and/or a valid reason to the Artistic Director. Automatic termination will also occur by failing to attend two (2) scheduled rehearsals per production without prior notification of and/or a valid reason to the Artistic Director. The Artistic Director will be the sole arbiter of the validity of excuses for non-attendance.

At the request of the Artistic Director or **Nominating Committee** and by decision of the Board of Directors, an action of termination may be changed to suspension, for a set period of time, of any or all membership privileges.

Over the years of working together, the members of Lily White & Company, **Inc.** have developed a set of standards of conduct for the Company. These standards have evolved into the following rules that all Company members are expected to follow:

- 1) We are professional entertainers and conduct ourselves at all times as such, fully aware that our actions, whether alone or with other Company members, reflect upon the reputation and public perception of the Company as a whole.

- 2) When called for a rehearsal, meeting or performance, we are expected to attend, on time, and prepared to work. If for some serious reason, we are delayed or cannot attend, we notify the Stage Manager or the Artistic Director as early as possible.
- 3) We know that the scheduled rehearsal time is never adequate for the complete preparation of a show and in that light we realize we have the responsibility to do 'homework' - to practice outside of rehearsal, to formulate questions and define problem areas in order to facilitate the rehearsal process.
- 4) Every member must be able to work during a rehearsal and maintain complete focus during a performance. Anything that impairs those abilities is, therefore, strictly prohibited. Any form of drug use before or during a rehearsal or performance will not be tolerated. Consumption of alcoholic beverages must be kept to a minimum during rehearsals and is prohibited from one (1) hour prior until the end of a performance. During a performance, cigarettes may be smoked only in a designated back stage area.
- 5) We accept the authority of our duly elected Board of Directors and their appointees to see to the evenhanded enforcement of these Company standards, to apply censure only as warranted to maintain the discipline and viability of Lily White & Company, **Inc.** as a professional organization.

In addition to the standards outlined above, Company members are expected to follow rules adopted at the Board of Director's meeting on December 8, 1993.

- 1. Definite commitments to perform will be needed at the start of rehearsals; toleration for "I'll see if I can" will not be as great as in the past.**
- 2. A conflict schedule is required from all performers at the initial rehearsal.**
- 3. Roles and numbers are assigned by availability; someone with many conflicts will probably not be placed in key positions or many numbers.**
- 4. Absence from a scheduled rehearsal without prior notification and a valid excuse will constitute an unexcused absence.**
- 5. Excuses for rehearsal absentees will not be accepted from friends, neighbors, lovers, and so on; contact the show's Director or Stage Manager ONLY.**
- 6. Unexcused absences are grounds for removal from a particular number (for which you've missed rehearsal) and, at the Artistic Director's discretion, removal from the show, as well as grounds for action previously outlined in the Membership Policy or in Article III, Section B of the Company's By-Laws.**
- 7. It is the performer's responsibility to do their homework; to learn the number at home; rehearsals are for polishing.**
- 8. Creative input from the performer is encouraged and expected.**
- 9. All soloists are responsible for transcribing their own lyrics and having an original copy typed; the Company will take responsibility for duplication and distribution of lyrics to the necessary performers.**
- 10. Lyrics are due to the Stage Manager by the first rehearsal after you get your tapes.**

11. **The Company will transcribe lyrics for full cast numbers; if in doubt as to who is responsible for a particular number's transcription, ask.**
12. **Strike is now after each performance - not the next day; no one is excused from the show until everything is down and away; strike conflicts must be reported to the show's Director or Stage Manager.**

Approved 5/11/92
Revisions pending Board approval.

LILY WHITE & COMPANY, INC.
BOARD MEETING
May 1, 1994

Meeting called to order at 5:05 p.m. by Eric. No secretary's report or prior minutes. Those present: Board members --- Tom Frederico, Paul Foltz, Ed Fuhrer, Bob Leonard, Ray Meyers Jack Sowers, Eric Selvey. Excused absence: Sharon Staub. Guests --- Stanley Light, Scott Gahagan (acting Secretary), Jeff Nagle and Sean Hutchison.

I. President's Report - Eric Selvey

Included with packet

Ray moved to accept president's report. Ed seconded. Motion Passed.

II. Treasurer's Report - Ed Fuhrer

Included in packet. Bob moved to accept and Tom seconded motion. Motion passed.

Other topics of discussion:

Tax number

New hospice in Lebanon

First aid kit. Extra expense

Returned check

Pride festival information in Lilygram

Thank yous for tips and contributions from public

Next year's budget (let's get it balanced!)

III. Managing Director's Report - Bob Leonard

Included in packet. Ed moved to accept, Jack seconded. Motion passed.

Other topics fo discussion:

Tickets sales out-of-town

Underwriter and patron tables - monies into company by May 31

Switchboard advertising of Lily events

Donations for Candlelight Vigil - May 22nd. Should we use

Community funds to pay for a food donation?

Refunds of \$25.00 or less - hold 'til after show

Video tape - promo clips

Deadline for comp and PWA tickets - July 11

IV. Artistic Director's Report - Paul Foltz

Ray moved to accept report, Ed seconded. Motion passed.

Positions needed to be filled for the July show include Tech director and Stage Manager.

Other topics:

Short discourse about 1) Judy Garland Birthday show, Pride fest participation and Bridgeside show.

V. Committee Reports

A. Ways & Means - Jeff Nagle

1. Ray moved to accept report, Paul seconded. Motion passed.

Committee requests additional funds for auction in 1995. Ed made the motion, Tom seconded. Motion passes.

VI. Ad Hoc Committees

A. Truck comm. - possibilities included buying a truck from a relative of Tim Rhinehart. A classic or antique SW may be donated to us.

B. Recruitment comm. - school, classes, topics, meeting places, notification.

C. Board leadership - Board book to be done by Sept. board meeting for board's approval.

D. Benevolence report - None

VII. Old Business

A. Non-profit - see president's report

B. Lily Brochure - mock-up sent back to committee for reworking.

C. Adjustable risers.

VIII. New Business

A. Determine July show proceeds to non-profit groups

1. Ray made a motion for the funds to be distributed to SCAAN, Hospice of Central Penna. and York House Hospice. Bob seconded the motion. Motion passes.

B. Headsets

1. Should we repair them? Ray and Scott will look at sets to see if they could or should be salvaged.

C. Finance Committee - 1994-95 Budget

1. Budget requests should be made to comm. by July.
2. Refund Sharon money. Ed made motion, Tom seconded it. Motion passes.

D. Selection of Community Board members

1. Three resumes/letters were sent. Decision tabled to next meeting.

E. Loan of platforms and curtains to Stilletto and Boots

1. Tom moved and Ed seconded motion to this effect. Motion passed. It was advised that Stilletto should sign a release of liability and pay a deposit to be refunded depending on return condition of sets. Lily liaison will deliver and pick up set.

IX. Correspondence - None

X. Adjournment - Tom moved, Ed seconded. Motion passed.

Next mtg. July 10, 1994

Lily White & Company, Inc.
Board Meeting
July 10, 1994

Members Present:	Eric Selvey	Excused Absences:	Sharon Staub
	Ray Myers		Bob Leonard
	Ed Fuhrer		
	Jack Sowers	Others Present:	Scott Gahagan
	Paul Foltz		
	Kathy Michaels		

Meeting called to order by Eric Selvey at 5:30 p.m..

I. Secretary Report - May 1, 1994

Paul moved to accept minutes, Ed seconded the motion. Motion passed.

II. President Report - Eric Selvey

A. Non-profit status - Company has until August to get additional information to IRS. It was suggested that we get any help we can from the local IRS bureau.

B. Disbursement of Funds - Eric spoke to Joy Ufema of York House Hospice to allow Lily to use their non-profit status for the July show to which Joy approved.

C. Receipts for July show should be turned in by Aug. 5th.

Jack moved to accept report, Ray seconded. Motion passed.

III. Treasurer Report - Ed Fuhrer

A. Headsets - There was a discussion concerning headsets needed for the July show and their expense.

1. HCT could get them for us
2. Ray will contact Newman Star at Morefield Communications
3. Jack will look into a possible source

Ray made a motion to accept report, Paul seconded. Motion passed.

IV. Artistic Director Report - Paul Foltz

A. Technical aspect of July show seems to be in good shape.

Kathy moved to accept report, Ed seconded motion. Motion passed.

V. Standing Committee Report

A. Public Relations

1. Concerning the July show:

- a. Mailing has gone out, posters, flyers and program ads taken care of
- b. Lilygram sent to members

Jack moved to accept report, Paul seconded motion. Motion passed.

B. Ways & Means

1. Lily will do the dunking booth at the Festival

- a. There will be a raffle of a stereo

2. Committee looking to do the auction, originally scheduled for April '95, in April '96.

Ed moved to accept report, Jack seconded motion. Report accepted.

VI. Ad Hoc Committee Reports

- A. Eric said work on these committees should begin again after July show.

VII. Old Business

A. Adjustable risers

B. Community Board Members

1. No new names/resumés were submitted.

Ed made a motion to accept Ken Oakes, Eddie Steigerwald and Jan Tamanini as Community members to the Lily Board. Paul seconded the motion. Motion passed.

VIII. New Business

A. Lily White Community Award

1. Paul motioned to name Frank Iadecola and Al Kochick recipients of the Lily Community Awards.

Ray seconded the motion. Motion passed.

2. Paul motioned to approve the expenditure of \$150.00 for the awards. Ed seconded the motion.

Motion passed.

3. Jack moved to approve the expenditure of \$90.00 for the Favorite Bartender Awards. Ray seconded the motion. Motion passed.

B. 1994-95 calendar

IX. Correspondence

1. "Thank you" from Doug Warner and York Area Lambda
2. "Thank you" from York House Hospice
3. Letter from Theresa and Matt
3. Lynn Kintz and her appointment with the Harrisburg Dance Conservatory.
 - a. The announcement should be included in the next Lilygram.

Meeting was adjourned at 7:30 p.m.

- II. Secretary's Report - Sharon Stump
- III. Treasurer's Report - Ed Long
- IV. Executive Director's Report - Tom Connors
- V. Board Members' Reports - Ed Long
- VI. Standing Committee Reports
 - A. Public Relations - Kathy Michaels
 - B. News & Media - Jeff Noble
 - C. Finance Committee - Ed Fisher
 - 1. 1994-1995 Budget
- VII. Ad Hoc Committee Reports
 - A. Youth Committee - Kathy Michaels
 - B. Recruitment Committee - Jay Myers
 - C. Board Leadership - Ed Fisher
 - D. \$20,000 Specializing Campaign - Ed Fisher
- IX. Old Business
 - A. Non-profit Status
 - B. 1994 Structure
 - C. 1994-1995 Budget
 - D. 1994-1995 Budget
- X. New Business
 - 1. Correspondence
- XI. Adjournment

Next Meeting: Friday, November 17, 1994 8:00pm
Location: Jack Sowers' Home, 200 Penn Street

DRAFT

Lily White & Company, Inc.
Board of Directors Meeting

256 Boas Street, Harrisburg, Pa.
Sunday, August 28, 1994

- Paul Foltz
Ed Leonard
Bob Leonard
Ray Myers
Kathy Michaels
Eric Selvey
Jack Sowers
Sharon Staub (Asst)
Tom Tarsch
- I. Introduction of Community Board Members
 - II. Secretary's Report - Sharon Staub
 - A. Approval of Minutes -

August 31, 1993	January 9, 1994
September 12, 1993	January 13, 1994
November 14, 1993	March 13, 1994
July 10, 1994	
 - III. President's Report - Eric Selvey
 - IV. Treasurer's Report - Ed Fuhrer
 - V. Managing Director's Report - Bob Leonard
 - VI. Artistic Director's Report - Paul Foltz
 - VII. Standing Committee Reports
 - A. Public Relations - Kathy Michaels
 - B. Ways & Means - Jeff Nagle
 - C. Finance Committee - Ed Fuhrer
 - 1. 1994-1995 Budget
 - VIII. Ad Hoc Committee Reports
 - A. Truck Committee - Kathy Michaels
 - B. Recruitment Committee - Ray Myers
 - C. Board Leadership - Eric Selvey
 - D. \$30,000 Benevolence Campaign - Ed Fuhrer
 - IX. Old Business
 - A. Non-profit status
 - B. Lily brochure
 - C. Adjustable risers
 - D. Headsets
 - X. New Business - ~~Approval~~ Selection of Managing Director
 - XI. Correspondence - B. Disbursement of Funds
 - XII. Adjournment

Next Meeting: Sunday, November 13, 1994 @ 5:00 p.m.
Location: Jack Sowers' home, 256 Boas Street

DRAFT

Lily White & Company, Inc.
Board of Directors Meeting
August 28, 1994

Present:

Paul Foltz
Ed Fuhrer
Bob Leonard
Ray Meyers
Kathy Michaels
Ken Oakes
Eric Selvey
Jack Sowers
Sharon Staub (late)
Jan Tamanini

Excused Absences:

Guests:

I. The meeting was called to order by Eric Selvey at 256 Boas Street, Harrisburg, PA. Eric introduced the new Community Board members. "Card for Ed".

II. **Secretary's Report - Eric Selvey & Sharon Staub**

A motion was made by Ray to approve the July 10, 1994 minutes; seconded by Paul; and unanimously approved.

The past due meeting minutes were reviewed and corrected. A discussion was held as to whether we should list all voting tallies in the minutes. The board decided to only list the "winners" in the minutes and not the tallies. The vote counter should sign the tally sheets and it be kept on file.

Ed made a motion to change the 3/13/94 minutes to reflect this new policy; seconded by Ray; and unanimously approved.

Paul made a motion to approve all other outstanding minutes with the noted changes presented at this meeting for approval; seconded by Bob; and unanimously approved.

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

See attached. Included in the President's Report is Eric's "wish list" - things that he would like to have done before his term ends. The Ad Hoc committees should have their 1994 plans completed by January.

Ray made a motion to approve the President's Report; seconded by Ed; and unanimously approved.

8/28/94
03/13/94**IV. Treasurer's Report - Ed Fuhrer**

See attached. It shows all total for the year.

Paul made a motion to approve the Treasurer's Report; seconded by Ray; and unanimously approved.

For the July show, Ed Shriver purchased headsets for the back stage crew. They were approximately \$300. He is keeping them - for safekeeping. It was suggested we reimburse him for the headsets. Eric asked for any objections and none were forthcoming. Ed will be asked if he would like to be reimbursed.

V. Managing Director's Report - Bob Leonard

Nothing to report from Ways & Means or Public Relations. Bob and Eric met with York Area Lambda on 8/25 in York and presented them with information about our shows. They are interested in purchasing a production. The committee is still reviewing the materials. The Lebanon Hospice is still investigating the availability of a building, therefore there is no date set for a show for them.

Eric thanked bob for his Managing Directorship this summer.

Jan made a motion to approve the Managing Director's Report; seconded by Ray; and unanimously approved.

VI. Artistic Director's Report - Paul Foltz

Nothing to report. Activities are on hold until mid-September when we start the Christmas show.

VII. Standing Committee Reports**A. Public Relations - Kathy Michaels**

The next Lilygram will go out in September. Everything is due to Bob for the LilyGram by 9/9/94.

Kathy requested that she be informed of performances/events in a timely manner so that public relations can do their job. Nobody is saying anything to PR until it is too late.

VII. Standing Committee Reports - continued**B. Ways & Means - Jack Sowers**

The plans for the spaghetti dinner are progressing. It's being called "Joel's Spaghetti Western". We're working it to help him make his pledge to the AIDS walk. The dinner and walk are being done in Marty's memory. The dinner is 9/11/94 from 5-9 and price is \$5.95. Reservations are requested. We are only supplying staff - nothing else.

Marty Potar passed away. The Company raised \$100 that night to give to Marty at York House and raised \$101 the next night at a show. Two days later he passed away.

A Halloween party and haunted house in Al's garage has been discussed, but not with the committee as of yet. We would provide the "scary part". Jack doesn't feel that we can do it this year.

Ways and Means needs the performance calendar in order for it to develop its fund raising schedule for the year. The calendar is not done yet.

Nothing to report on the Celebrity Auction.

Bob made a motion to accetion the Ways & Means Report; seconded by Kathy; unanimously approved.

C. Finance Committee - Ed Fuhrer

The budget for next year is not yet complete. The Committee has some questions about what was budgeted versus what was actually spent last year. For example, in Ways and Means the following projects were budgeted but never instituted: auction, calendars, and patron campaign pending 501C3 carryover. In promotion, the brochures were never done. Under the secretarial budget, office supplies were down due to the change in mailing and duplicaiton policy of company and board minutes. They are only being produced by request to the general membership now. Additional changes to the budget based on last year's expenditures were discussed.

Jack noted that the Church that owns the house Jack rents, wants to give up a photocopier and a mimeogrpah machine. They wondered if we were interested. The Board approved the equipment by general consensus. Jack will call them and get information and equipment.

Eric noted that we won't have a finalized budget until October. Ways and Means needs a list of shows ASAP.

A question was raised about a Company meeting to approve the calendar and the budget. The Company can be informed of the calendar at the first rehearsal for the season. Otherwise there is no business for the Company except the approval of the last Company minutes.

Jack requested help to clean the basement for the Halloween rentals. Paul suggested we use Miss Lily poster to advertise the costume rentals. Wig/Hat heads are needed. They cost about \$3 each. Jack will check on a better price and let us know. He will do a phone poll for approval to purchase. It was agreed that money for any costume organizational supplies should come from Fund Raising (Ways & Means).

Eric noted that use of the posters needs to be coordinated between the groups wanting them to solicit help, community board members and general members.

Ray made a motion to accept the Finance Committee report; seconded by Jack; and unanimously approved.

VII. Ad Hoc Committee Reports

A. Truck Committee - F. Bollendorf/T. Rhinehart

Nothing to report.

B. Recruitment committee - P. Foltz/J. Sowers

Nothing to report.

C. Board Leadership - E. Selvey/T. Rhinehart

They are working on a Board manual. They hope to have by January.

D. \$30,000 Benevolence Campaign - E. Fuhrer/D. Morris

No progress.

Ken asked for an explanation of the truck and \$30,000 campaign. It was noted that we are trying to select and raise funds for our own panel truck. The \$30,000 campaign was to develop special strategies to ensure that we are involved in fund raising activities that raise \$30,000 in from 9/93 to 9/94 for AIDS patients relief. We didn't

VIII.

have to raise \$30,000, but we needed to be involved in efforts that totaled \$30,000.

A. *Non-profit status - Ed Fisher*

Called individuals to find out problem. We have to convince applicants. We may also have to pay the filing fee again. The application needs to be written to demonstrate our activities are charitable. The way we did it we are making it more to reflect activities of a fund raising company. We provide money to needy organizations that provide AIDS patient relief or that process pay children. If we don't get the 501(c)(3), we won't change the business but we may have to make. People will not be able to write donations to the Company off on their taxes. Ed is organizing a meeting to look into this issue through. Let will also investigate the fund raising and changes for appeal.

It was asked as to the type of corporation we have, also profit or nonprofit. This will be investigated.

B. *Edy Products*

Edy is working with National Dairy to present to the Board in November.

C. *A Outside Firm*

This firm is being used to do work for us. We still have possession of the company's assets. They want returning our assets.

D. *Headline*

The Company will offer to reimburse Edy for the purchase. However, the headline was selected by the EMT's of the light system. They are confident.

Kathy looked into the price for a headline (not being off on the exact frequency: 21,470, but that was on special. She will get price again.

IX. *New Director*

The first new director on the agenda is to come. Board members will find information.

A. *Selection of Assistant Director - Ray Myers*

The Personnel Committee did not get any requests for the position. Bob

VIII. Old Business

A. Non-profit status - Ed Fuhrer

Called Philadelphia to find out problem. We have to resubmit application. We may also have to pay the filing fee again. The applications need to be written to demonstrate our activities are charitable. The way we did it we are actors; it needs to reflect activities of a fund raising company. We provide money to needy organizations that provide AIDS patient relief or that promote gay culture. If we don't get the 501C3, we won't change the business but we may have to refile. People will not be able to write donations to the Company off on their taxes. Ed is organizing a meeting to brainstorm this issue through. Jan will also investigate the legal angle and changes for appeal.

It was asked as to the type of incorporation we have, non-profit or regular. That will be investigated.

B. Lily Brochure

Eric is working with Bob and Kathy to present to the Board in November.

C. Adjustable Risers

This issue is tabled until we need again. We still have possession of the symphony's risers. They aren't returning our calls.

D. Headsets

The Company will offer to reimburse Ed Shriver for his purchase. However, the headsets were affected by the EMF's of the light system. They are cordless.

Kathy looked into the price for 6 headsets (no base) all on the same frequency: \$1,400, but that was on special. She will get prices again.

IX. New Business

The first item listed on the agenda is in error. Board continued with fund disbursement.

A. Selection of Managing Director - Ray Myers

The Personnel Committee did not get any requests for the position. Bob

Leonard expressed an interest in the position. He would resign from Vice-President.

The Board voted unanimously to accept Bob Leonard as Managing Director.

B. Disbursement of Lily Patient Funds

It was noted that \$2,710.05 was already committed. The status of YAP is unknown. It is believed that LAP has patients.

Ken made a motion to give \$500 to LAP; \$500 to YAP and divide the balance among SCAAN, Hospice of Central Pennsylvania and York House Hospice (\$570 apiece) and if either LAP or YAP have no patient services redistribute their portion to the latter 3 agencies; seconded by Ray; 9 voted for and 1 voted against. Motion carried.

C. Jack asked if he could rent the fellowship for use at Cross Keys. The Board agreed to lend it to him for free.

D. Michael Clarke wants us to put together a price for a private seating for LSV Renaissance: show, room, dinner, etc. The Board asked him to take it to the Managing Director for development.

E. Sharon questioned the blaidity of the statement in the recent flyers regarding the restrictions of benefits for those who do ont pay their dues. She noted that this was in violation of the membership policy and in the spirit of the company's decision to insittute dues (which was to get the 501C3). The policy will be reviewed by the Membership Committee.

XI. Adjournment

Eric made a motion to adjourn the meeting at 8:15pm; seconded by Kathy; and unanimously approved.

Respectfully submitted,

Sharon L. Staub
Secretary

PRIDE FESTIVAL MEETING REPORT

An initial organizational meeting for the Pride Festival '94 was held at the Friends' Meeting House in Harrisburg on Saturday 5 March 1994. The meeting was organized by Doug Warner who is currently acting as facilitator and who is a past member of the Community Awareness Council who formerly ran the Festival.

In his introduction, Doug stated that after the three regional meetings that were held by the Awareness Council in December and January, the Council decided that the continuence of the Festival was not within the scope of their goals and offered to turn it over to outside operation. They will supply all documents and information from past festivals including financial reports and mailing lists, and may even assist as individuals in the production of the festival.

Invitations to sixty (60) Lesbian/Gay/Bisexual and Transgendered organizations in the Central PA area were sent out asking for their support and attendance at this meeting. Those organizations that sent representatives were:

YORK AREA LAMDA, LILY WHITE & CO., DIGNITY CENTRAL PA, HARRISBURG MENS CHORUS M.C.C. OF HARRISBURG, SHIPPENSBURG COLLEGE GAY?LESBIAN & BISEXUEALS, SWITCHBOARD OF HARRISBURG, INTERWEAVE LANCASTER, TRIANGLES OF FREDRICK MD DIALOGUE/DISCUSSION GROUP HARRISBURG, PINK TRIANGLE OF LANCASTER (WHO ALSO REPRESENTED PFLAG OF LANCASTER) AND AN INDEPENDENT PROFESSIONAL LOBBYIST AND BUSINESS CONSULTANT

The Youth Group of Harrisburg, though they did not have a rep yet, did say they had voted the evening before to participate.

It was announced the 31 July had been previously selected as the date for the Festival and that Harrisburg Reservoir Park had been booked for the event. After some discussion on the viability of the project and a general consensus to at least attempt it, the larger group broke into smaller focus groups to begin discussion of immediate needs. The groups were as follows:

ENTERTAINMENT, PUBLICITY AND FUNDRAISING, ESTABLISHMENT OF A COALITION, INCORPORATION AND BOARD DEVELOPMENT, GROUNDS, PARKING, AND DECORATIONS, VOLUNTEER COORDINATION, VENDOR OUTREACH AND REGISTRATION.

Each of the five committees met for about an hour or so to establish some basic direction for the festival. Then the large group reassembled to hear the ideas of each committee.

The report that has the most importance to us, as a board, is that of the organizational committee which I will outline here. Further committee reports were of necessity very general and not immediately requiring our attention.

It was proposed and accepted by the general group that this organization be known as the Pride Coalition of Central PA and be open to any organization or individual whose focus is the advancement of Bi/Gay/Lesbian/Transgender issues. The main purpose of the Coalition would be for the organization and operation of an Annual Gay Pride Festival. Any organization wishing membership in the coalition would be asked to pay a minimum annual dues of Twenty-five dollars (\$25.00) with the hope that those organizations who could afford to would give more. Each member organization would have one representative who would have voting rights in Coalition affairs, although it was hoped that the work of the coalition would be shared by as many volunteers from each organization as could be mustered. From the voting Reps of the Coalition, a Board of Directors would be elected including a Chair, Vice Chair, Secretary and Treasurer each of whom would carry one year terms, and would be the governing body of the Coalition. They would follow standard organizational procedures establishing By-laws, applying for incorporation and eventually tax-exempt status, etc.

Individuals wishing to be part of the Coalition would also pay a membership fee but all of the individual members would vote for a single representative to the Coalition who will carry one vote in the Coalition.

The initial membership fee would be used as seed money for this year's Festival.

The organization committee was asked to continue its work over the next month, refining its organizational outline. The attending groups were asked to present these proposals to their Boards/organizations, gaining approval and selecting a delegate to attend another meeting on Saturday 9 April 1994 at the Friends' Meeting House.

PRIDE FESTIVAL COALITION

ENTERTAINMENT COMMITTEE

NOTES

The Entertainment Committee, during their first planning session on Saturday 5 March, 1994, at the Friends' Meeting House reached the following resolutions:

- 1) That Mary Gurnavage, given her experience with arranging the entertainment for other Pride Festivals should act as Chairperson of this committee.
- 2) That the entertainment for the 1994 Pride Festival should be as diverse as possible incorporating as broad a spectrum of types and styles of performer as can be acquired.
- 3) That the entertainment for Pride Festival should be as inclusive as possible; that is while giving preference to Lesbian/Gay/Bisexual performers it would be open to all entertainers who are affirming of Lesbian/Gay/Bisexual/Trans-gender issues.
- 4) That there should be during the Festival itself an info booth where participants could fill out and leave an evaluation form of the Festival. The form could be the back cover of the program and should be a basic questionnaire of likes and dislikes as well as space for suggestions for the type of entertainment they would like to see next year. There should also be a mailing address on the form for those who wish to fill the form out at home and mail it in later.
- 5) That there should be two (2) performance areas during the Festival, possibly the bandshell and the gazebo. The bandshell would be utilized for headline and principal acts and the gazebo for specialty, small groups, audience participation and assorted other acts, like the theatre or a dance group.
- 6) That the entertainment for the festival would utilize one (1) headliner artist who would be a 'draw' for the whole community and that all the additional talent would be local. This approach would, hopefully, cut down on the expense of talent for the Festival.
- 7) That there would be approximately one (1) performer per hour in each of the playing areas. The bandshell performer working for 20 - 30 minutes with a 30 minute turn around schedule. The Gazebo performers, who would require less technical assistance, would have a more flexible performance length and a shorter turn around time. As one performer finishes on the Bandshell stage another would begin in the Gazebo and so on through the day.
- 8) That some accomodation would be made to acquire locally pertinent political candidates to speak and/or have an area for them to meet and discuss issues with Festival participants.
- 9) That a rough budget of \$5000.00 would be needed for the entertainment alone. A separate budget for technical needs would have to be developed.

ARTISTIC DIRECTOR'S REPORT

October events:

- 1) The bar show at the Strawberry Inn was a success in all aspects. Eric and the company are to be congratulated. The layout and small platform worked fine as did the concept of the video camera relay. If we do this venue again, it would be advantageous to have a second camera in the front of the bar as well as some lighting instrument at the midway point in the bar for better visibility. I would also suggest shortening the length of the individual sets so we don't run quite so late. The 'crowd' was getting sparse by the 11 o'clock show and was not really into a show. The best news was that we raised \$1000.00 for the Christmas show. Special thanks to the Berry for a \$300.00 cheque, the bartenders for a \$200.00 donation and Frank I. for \$100.00.

- 2) Rarely has Halloween been quite so harried or more to our advantage. We were asked to provide some entertainers for the SCAAN Halloween Party being given by Robert S. Well it turned into a one hour show complete with ten performers stage, lights, curtains, costume changes - the works - after the glossy invitation arrived and we had a focus billing. I also had a chat with John Folby who was one of the coordinators, and that helped to convince me that this was to be an event where we could reach a lot of people who we normally couldn't get to. Although it may not have been an 'artistic triumph' the show went well, had variety and received favourable comments from many at the party. Special thanks are owed to Trixie and crew for pulling together the stage and lights, to Kathy for dubbing the sound tape, to Ed and Heidi for being our techies and to the performers who really pulled it together on short notice. That evening proved two things to me: how much a family we really are and when we are in need, there will be people there to pitch in, and the real advantage we will have next year if we get our tour program mounted: it will save us a lot of angst, worry and lost prep time on the current project we will be working on.

November event:

Plans seem to be in good order for the Saturday Nov. 20 Bar Night and Christmas show ticket sale kickoff at the Neptune. The signs are up and the cards are out.

17 MARCH 1974

CHRISTMAS SHOW

The show itself is making progress. We do still have a small attendance problem but most of that is due to work schedules and that is unavoidable. As was said earlier - the signs are up and the word is out - we even had our first two ticket reservations placed.

A tech meeting is the highest priority right now as one has not been able to be done due to the twisted schedules of our show's staff. To date we have Sharon on props, Cindy for sets (maybe Beth too) Andy for lights, Eric to design sound and Ken as producer. We need additional set people, a sound operator, follow spot operator, and awardrobe fitter/coordinator/ assistant/gofer/ tranquilizer etc. I hope to have a full tech meeting on Monday, Nov. 22 at 7P.M. Location T.B.A.

F. Edg.

The dialogue sound tape has proved a bit problematic. It is going to cost us around \$300.00 (asum that was not budgeted) although WITF is trying to get us a break. Also, because of copyright worries, Eric and I will be mixing in the music portions ourselves on Sunday 21 Nov. Almost all the actors are lined up - I'm still playing telephone tag with a couple - but I hope to do a vocal rehearsal on Wed. 11/17 at the theatre and then we will tape on Sat. 11/20 at WITF. If all goes as planned we will have the actual show tape available for the Tues. 11/23 rehearsal.

ADDITIONAL ITEMS FOR THE FUTURE

We have had an inquiry from Ms. Stormy of Storm Cloud productions, who is assembling talent for a G.U.S.H. benefit at Altlands Ranch on March 25. I told her about us, what we do and asked her to attend the Christmas show to see if we will 'fit in' with her ideas. She will be coming to the show and we'll have further discussion afterward.

We have been approached by Joe Weale, President of the Harrisburg Men's Chorus asking if we would be interested in assisting in their Spring Concert. They are doing a 1940's satire and need drag back up. I said I would be a war bride. The company will be updated as details become available.

Respectfully submitted

Paul R. Foltz
Artistic Director

ARTISTIC DIRECTOR'S REPORT

13 MARCH 1994

Current Production: Loose in Paradise

The show is in fair to middlin' condition. What has been accomplished looks good but there is a lot more to do in a little amount of time. The current problem areas are:

- still one boy short for one number - we gone through two candidates both of whom dropped out
- due to Stan's hospitalization, we are implementing understudy measures - reshuffling bodies in various numbers and Andy has volunteered to fill in where needed.
- the rehearsal schedule is only off by a bit due to various weather related cancellations.
- the production side of the show is working in fits and starts, a look at the attached production sheet will show where we still have jobs to fill. Steve has agreed to get the platforms resurfaced in time and to construct one 4'X4' additional platform we need for the stage. There is a flyer designed but I am not aware of an overall PR plan or who is handling box office although there have already been ticket inquiries.

Doyle Jack

We have had a request from Doug Warner in behalf of York Lamda. A group wanted to attend the show but due to a conflict they will be unable to. They asked if it was possible to schedule an additional performance that they could attend. Albert was contacted and the topic broached to the cast, only one of whom may have a conflict. Pending cast and crew clearance and Alberts OK (which was given 3/9/94) and with a guarantee of a full 30 person dinner seating, we have agreed to a preview performance on Saturday 9 April, with dinner at 6:30 and a single show at 8:00 P.M. The show would also be available to any people who also have a conflict for one of our regularly schedule performances.

UPCOMING EVENTS:

HARRISBURG MEN'S CHORUS CONCERT

May 14 is the date for the concert to be held at Harrisburg Community Theatre, and the Company has been invited to be guest artists. We've been asked to perform two numbers with the chorus (they'll sing, we do blocking), HELLO DOLLY and BOOGIE WOOGIE BUGLE BOY as well as a single number on our own, probably I AM WHAT I AM. I shall be doing the choreography for but organizations, and will be asking approximately ten (10) of our members to participate, as well as myself. Rehearsals will be in April with four joint rehearsals in May. Dan K., the Artistic Director of the Chorus has requested a page Bio on the Company and its work as well as a short bio on myself.

CHORUS (CON'T)

I have also been informed that members of the Allied Arts Fund will be attending the concert since the chorus is a grant recipient.

JUDY GARLAND BIRTHDAY CELEBRATION

York Lamda is sponsoring an event on Friday 10 June 1994 at Altland's Ranch in York to benefit York AIDS and Breast Cancer. We've been asked to do a few numbers - currently there are three possibilities - MAC THE BLACK, GET HAPPY nad EMBRACABLE YOU, the latter two will be included in our summer show. I would also be using approximately ten members for this performance as well as myself.

SUMMER HOTEL SHOW: LILY IN LA LA LAND

The Summer show has been booked for Sunday July 24. I've been working on an outline and hope to get together with Eric and Ray to flesh it out a bit in time for presentation to the Company at our 14 April kick off rehearsal. If, however, on that date, we have what I deem an insufficient response to adequately do the Hotel show, I shall recommend to the Board that the show be canceled in favour of a smaller venue

GAY PRIDE FESTIVAL '94

Bob Leonard and I represented the Company at a first organizational meeting for the Festival Saturday last (3/5). We have volunteered to assist with the entertainment committee. A full report on that organizational meeting is attached.

Managing Director's Report

November 14, 1993

The past two months since our last board meeting have been quite busy and interesting. The primary goals are: raise funds to cover the budget for the Christmas production of "Broadway Angel" and preparation for this production.

In order to raise funds, we had a bar show at Strawberry's, which turned out to be very profitable and everyone seemed to enjoy the show. We are also having a Bar night at Neptune's on November 20, so I hope to see some of you there.

For the preparation aspect of "Broadway Angel", posters, flyers and receipt cards for the bars have already been distributed. I have been told that the mailing should go out within the next few days. The Producer for this production is Ken Oakes and I will be working with him on this production as well as performing! I have also been informed by Jack that we have someone to videotape for us and have asked Jack to confirm times with this person and have them at one run through so they understand what is happening.

To close out this report, I want to thank the Board for affording me the opportunity to perform the duties of Managing Director even though this is an interim position until a new Managing Director can be found. The past few months have been quite busy and challenging not only as Managing Director but also at my full time job. I must stress, however, that a new Managing Director must be found. I am concerned that as I become busier that I will not be able to fulfill the responsibilities of this position and I know that this has already happened on one project. Finally, what I am saying is that after the annual meeting in January, due to my work load at my full time job, I will no longer be able to perform the duties of Managing Director.

Respectfully submitted

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300
4 8/1/88

Daryl K. Morris

Respectfully submitted,

Bob Leonard

Managing Director's Report

Many thanks are in order to Paul, Eric and Jack for their patience, understanding and direction they've given me in this very first attempt at Managing Director. In this same note, I also must thank the performers and tech crew (many of whom are one in the same), as well as the servers, cooks, hostesses, and especially Al, for their gracious generosity of time and energy which made our debut shows at the Strawberry Coach House a tremendous success. Though I took over the position of Managing Director as a complete novice, the above mentioned all pulled together as a true professional team and made Loose in Paradise a very enjoyable learning experience. And last, but certainly not least, I thank our former Managing Director, Daryl Morris for the hours of advice and guidance, and helping me to pull everything into perspective.

Loose in Paradise - Strawberry Coach House

At last count, tips for these shows totaled \$1,055, plus \$110 in donations for the Lily Patient Relief Fund.

Loose in Paradise - Traveling Show

Though our availability is limited due to rehearsals and pre-scheduled engagements, we have succeeded in booking a one night performance at Bidgeside Square, Market Street, Harrisburg, for May 8, 1994 at 9:30 p.m.

Future Events

These engagements include a guest appearance with the Hbg. Men's Chorus on May 14, a spaghetti dinner at the Paper Moon on May 15, a bar show at the Strawberry on May 21, and a Judy Garland Birthday Celebration at Altland's Ranch on June 10.

Lily in La-La Land - Hbg. Hotel - July 24, 1994

We have three producers for our summer show---Jack Sowers, Ken Oakes and Daryl Morris. We held our first producers' meeting on April 20, 1994. Each producer has been assigned specific duties and will be reporting back to me with all updates, progress and status reports on a regular basis. Eric Selvey and myself will be having our first meeting with Steve Price, Food and Beverage Mgr. of the Hbg. Hotel on Tuesday, May 3rd. The results of which shall be reported back to the board.

Respectfully submitted,

Bob Leonard

President's Report

-----The disbursements from the Lily Patient Relief Fund, as designated by the board, [\$1,137.90 (SCAAN) and \$60 (York House Hospice)] have been sent.

-----I sent reminder letters to those who received Community Board Member packets in January. So far, I have only received three replies from the ten I sent---two yes and one no. I am asking the board for action at today's meeting.

-----I met wth George Belehas, Catering Sales Manager of the Hilton Hotel, in March regarding the proposed Lily White Auction in April 1995. Mr. Belehas appeared very receptive to the idea and impressed upon the enthusiasm upper Hilton management have for our efforts. A letter was sent by me thanking him for his assistance. Upon final approval of today's Ways and Means report, outlining the auction's preliminary stages as well as granting the go ahead for the event, I as willing serve as liaison between Lily and the hotel.

-----I spoke with a representative from the IRS concerning our application for non-profit status aka 501(c)(3). Because the rep had questions concerning the nature of Lily White & Co., Inc., I, along with Ed and Paul, created a dossier describing the who, what, when, where, and why of Lily. This dossier was sent the week prior to the Loose in Paradise performance.

At the same time, I developed an amendment to our incorporation papers with the state as per instruction from the IRS rep. Ed filed the papers last week and acording to the state, it will take a max of three weeks for approval. The cost was \$52 to amend the papers. The board should thank Ed and Paul for the work they accomplished during the hectic Loose schedule so we could be in tune with the IRS.

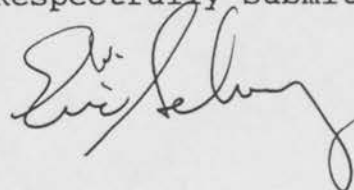
On a related matter, I acquired the application from the state's Bureau of Charitable Organizations in order for us to be legit. I will ask Ed to sent the form to Rick Miller for review.

-----Concerning the July show...

...I met with Bob to go over the Loose outline that was presented to the administrative personnel. It is my perception that Bob is and will accomplish a lot of good for this show.

...I developed a general outline for the Ways & Means and Public Relations committees as well as for the managing director and producers. This outline, patterned after Sharon's Gantt chart, was presented by me and so far has generated fine work from all involved so far.

Respectfully submitted,



President's Report

-----The disbursements from the Lily Patient Relief Fund from the July 24th show, [\$4,153 (York House Hospice), \$2,076.50 (each for Hospice of Central Pennsylvania and SCAAN)] have been sent to Joy Ufema at York House Hospice. She will distribute the donations to Hospice of Central Penna. and SCAAN.

-----I've sent Thank You letters to Harrisburg Hotel, WINK 104, Au Jour Le Jour, Isaac's, The Hilton, The Mayor's Office, The Neptune, The Stallions, Strawberry Cafe and Bridgeside Square in conjunction with the July show.

-----I accompanied Paul and Bob to York where we met member of York Area Lambda to discuss the possibility of performing a show for the York and Lancaster area.

My Wish List

1. To have plans completed by January 8, 1995 by all ad hoc committees on how they will accomplish their goals.
2. To have our next Annual Meeting (January 15, 1995) and all subsequent Annual Meetings at a restaurant e.g., The Paper Moon.

In addition, to begin presenting awards e.g., Five-Year and Ten-Year Achievement awards, to Lily members and to make this a yearly event.

3. To increase membership within the company in all areas of Lily i.e., Public Relations and Fund Raising committees as well as developing a pool of talent to assist us in preparation for our shows (set construction, performers, stage hands, lighting specialists, etc.).

The "Lily Wants You" would be a great vehicle to accomplish the purpose.

4. To have an individual ready to assume the duties of president and secretary by January so as to effect a smooth transition. This would be the job of the Nomination Committee to search for good nominees for these offices.

It is also my opinion that future Board members come from outside the current crop of performers to avoid burnout during busy show periods.