

Atlanta Radio Theatre Company (ARTC)

Officers' Meeting 7 February 2015

MINUTES

Attending: David Benedict, Alex Lucyshyn, Bill Ritch, Oreta Taylor, Brad Strickland, Hal Weideman

President Bill Ritch called the meeting to order at 14:10.

Vice-President David Benedict apologized for failing to set up the calendar program to send meeting and update reminders to the officers; it was an oversight and will be corrected.

Benedict announced that the ARTC website now has a MediaWiki set up for storage of scripts; a separate one will be created for storage of meeting minutes.

Treasurer's Report: Treasurer Alex Lucyshyn offered this information:

- For 2014, ARTC sales were up significantly, somewhere between \$6,000.00 and \$8,000.00 as opposed to a previous average of about \$4,500.00.
- Performance income remained about the same as for 2013.
- Lucyshyn has placed the sound hardware on a five-year depreciation schedule, with computer equipment possibly to be put on a three-year depreciation schedule.

The following questions and observations arose:

- Oreta Taylor asked for a separate meeting to discuss how to make the Square accounting software program to work correctly with our organization. Further, Taylor says that there is a problem in using the IPod, which tries to balance the accounts before the appropriate point.
- Lucyshyn says that he has a problem in downloading full, detailed reports that cover extended periods, as opposed to short-term periods.
- Lucyshyn needs to know exactly how much of our revenue comes from sales of CDs and how much from other sources.
- Lucyshyn asked if QBooks will migrate to Windows 7. Benedict checked, and the upgrade cost is minimal; Ritch decided that the upgrade should be purchased.
- Lucyshyn reported that three checks from Terminus Media have come in; one was for studio space, the other two for production time. All comes under the heading of studio income.
- Lucyshyn asked for permission to cancel our subscription for services for the old credit-card reader, since IPod is now used exclusively for credit-card

transactions. The officers agreed that the services should be canceled; Lucyshyn will look into the possibility of selling the card-reader machines.

- As points of information, Lucyshyn reported that we received a notice from OSHA informing us of regulations we needed to follow “since we have 51 employees.” He has taken care of correcting this misinformation. Also, he has received information on files regarding donations to ARTC.

Ritch reported that ARTC received a major donation from Frances Teague. The officers agreed that we need to send a letter of thanks. Ritch will take care of that.

- In response to a question regarding the ARTC balance sheet, Benedict said that in the future he will store the balance sheets on the website so that all members can access them.

Vice-President’s Report: Vice-President David Benedict offered the following information:

- “An Atlanta Christmas” was reasonably well-attended.
- Forthcoming live performances:
 - February 21: SF and Fantasy Expo—Terminus wants ARTC to provide audio for a comic-book presentation. ARTC productions will include a Rory Rammer episode and a Crimson Hawk episode.
 - March 28-29: American Brain Tumor Association benefit show in Hapeville—ARTC will reprise its Rory Rammer and Crimson Hawk productions in memory of Bill Kronick.
 - April 10-12: 221B Con—ARTC will present an audio version of “Sherlock Holmes and the Crime of the Century.” This will be an abridgement, since the stage musical takes from two to two and a half hours in performance.
 - May 7-10: World Horror Convention—a proposal has been sent, but the con organizers have not yet responded.
 - June 2: LibertyCon—ARTC will present “The Passion of Frankenstein.”
 - September 4-7: DragonCon—ARTC will present “The Passion of Frankenstein” and “Sherlock Holmes and the Crime of the Century,” plus possible shorter pieces.
 - October: We are working on a venue for this month.
 - December: “An Atlanta Christmas,” venue to be determined.
- Studio production report:
 - “Blues for Johnny Raven” is close to being finished.
 - “War of the Worlds” still needs crowd scenes and three lines from one character (following the meeting, these three lines were recorded, leaving only crowd scenes)
 - “The Shape of Things to Come” and “Nikki’s Place” are still in production; they are two short pieces.
 - “Dash Cardigan” is currently being recorded.

- “Can You Hear Me?” has all dialogue recorded.
- “The Colour Out of Space” is currently being recorded.
- “Mark of the Beast” is underway.
- “The House across the Way” will be ready to record soon, as will “Nothing at All.”
- “The Brotherhood of Damn Sassy Mutants” begins recording on 8 February.
- “The Proper Thing to Do” will be recorded by Bill Ritch.
- “Lonestar Planet”—we need a cast list.
- “Nairobi Jack”—director is set (Hal Wiedeman)
- “Sherlock Holmes and the Crime of the Century”—auditions are set.
- “Treasure Island” and “Will Ward”—auditions are set for 24 February.

Other Business:

- Website evaluation: the new website is working well, but we do need to edit some of the navigation functions (small changes). We may need a freelance web editor familiar with WordPress.
- Benedict addressed the need for a budget to mount a marketing campaign. The efforts requiring the most investment will be possible underwriting of public-radio shows and getting airtime for ARTC on radio venues.
- ARTC needs to acquire ProTools software for audio editing; it is the industry standard, and we have lost booking of studio time by other organizations because we don’t have it. This is a studio expense; it was approved, since such expenses do not require a vote.
- Script archiving is underway on the website.
- Volunteer offer: Alex de Luca of San Francisco, CA, a musician, composer, theater manager, and animated film producer, is very interested in audio production and has offered through Brad Strickland to compose and record music for ARTC’s use free of charge. The officers agreed to send him copies of some of our product to give him an idea of what we would want. Oreta Taylor and Brad Strickland will take care of this.

The next meeting was set for 7 March 2015 at the ARTC studio.

With no further business, a motion to adjourn was made, seconded, and accepted by voice vote.

The meeting adjourned at 15:47.

Respectfully submitted,
Brad Strickland
Secretary