

**Lyrical Opera Theater - Board of Directors Meeting Annual Meeting
April 19, 2026, Agenda**

Attended: Jessie Pugmire, Carly Schaub, Lynnette Owens, Kenn Crandall

Call to Order: Jessie Pugmire

Board of Directors and Officers business:

1. President's report:
 - a. We completed our The Magic Flute which went incredibly well opening night. We received money donations and in set pieces. Our storage is at capacity. We need to find a storage unit.
2. Vice President's report:
 - a. Magic Flute went really well.
3. Secretary's report:
 - a. Kenn is lazy and will work on it.
4. Treasurer's report: (Financial are listed in Executive Director's report)

Executive Director's report:

1. **Business:**
 - a. **Past Business structure business:**
 - i. 990-EZ taxes were filed
 - b. **New Business structure business:**
 - i. Storage unit: Carly goes through Box & Lock – get one with a drive up to the garage – 10X10 was \$111 per month. Kenn Crandall will start looking for storage. Outdoor accessible, close. Jessie will start looking for a unit. Carly's ballet may have to find a new unit. There may be a signing bonus. We will need shelves. Jessie will call Trent about helping with it. Carly suggested rolling cart units. Kenn believes he has some extra shelving units.
2. **Events:**
 - a. **Operas:**
 - i. **Magic Flute: VERY SUCCESSFUL.**
 1. Cast: We learned that if we end up single cast on a very important role that if we have a cover, we should make sure they know it.
 2. Tickets: We sold 965 total tickets, with one declared "sold out" show and two others that were very close to sold out.
 3. Programs: Went very well.
 4. Scenery: Looked nice and was managed well by our Stage Manager.
 5. Dancing: Looked fantastic
 6. Props: Worked out well
 7. Music: The fast tempos kept the show interesting.
 8. Educational outreach: Insider's Guide was created and shown.
 9. Costumes: Looked great!
 10. Marketing:
 - a. CONTACT interview was posted and distributed.
 - b. Postcards were distributed.
 - ii. **La Traviata:** This show has been done before so much of the work has been done.
 1. Cast: A few small roles have been re-cast. Jessie is working on getting more Chorus.
 2. Chorus rehearsal tracks were created and have been sent out.
 3. Pdf scores have been sent out as well as music tracks.
 4. Tickets: We have contracted the Mid-Valley PAC and tickets are on sale.
 5. Programs: Have not been started yet
 6. Contracts: Still need to be sent
 7. Scenery: Needs to be started.
 8. Dancing: There will be dancing

9. Props: We will need more folding chairs.
10. Music: Chorus rehearsal tracks were created for all parts are being distributed. The backing tracks and pdf scores have all been distributed.
11. Educational outreach: Insider's Guide will need to be created
12. Costumes: We have most of the costumes we will need, but they will need to be fitted.
13. Marketing:
 - a. Facebook: Sydney has already been doing some Facebook posts.
 - b. Q1 newsletter went out with a ticketing link.
- iii. **Otello:**
 1. Cast: Auditions have been started
 2. Music: Tracks are being created and are done through the middle of Act 2. There are 4 acts.
- b. **Classy Concerts:**
 - i. **Senior living centers:** We did one in March and are in the process of scheduling more.
 - ii. **Miscellaneous:**
 1. Excellence in the Community: We have contacted Lori who is looking into scheduling us.
3. **Educational Outreach:**
 - a. **Elementary:**
 - i. We performed it at 5 schools since we finished The Magic Flute. It is going well.
 - b. **Junior & Senior high:** An Insider's Guide is still being produced.
4. **Fundraising:**
 - a. **Donations:** (See Financial spreadsheet)
 - i. _____
 - b. **Business sponsorships:**
 - i. _____
 - c. **Grants:**
 - i. Sorenson grant asking for \$9,000 was submitted 11/4/2025. WE GOT A GRANT FOR \$8,000 on 2/4/2026
 - ii. B.W. Bastien grant asking for \$3,000 was submitted 2/12/2026 – still waiting to hear
 - iii. Crocker Catalyst Foundation grant submitted asking for \$4,500 11/6/2025 – 3/2/2026 – grant denied.
 - iv. Joan and Tim Fenton Foundation – submitted on website asking for \$5,000 on 9/11/2025. – 3/3/2026 – Grant denied
 - v. ZAP grant for next year has been submitted. The ZAP evaluation from last year still has to be submitted.
 - vi. UA&M evaluation has been started.
 - vii. Rocky Mountain Power Foundation: submitted 7/12/2025 asking for \$3,000. We were granted \$2,000.
 - viii. Walmart: We were accepted for a grant for \$1,000 on 4/16/2026 although I only asked for \$850.
5. **Finances:**
 - a. **Q1 Financials:**
 - i. AUFCU: Starting balance \$18,269.13. Ending balance \$30,198.67
 - ii. PayPal: Starting balance \$6.74
 - iii. **Total starting balance:** \$ 18,275.87
 - iv. **Total Income:** \$ 37,449.40
 - v. **Total Expenses:** \$ 25,526.60
 - vi. **Total ending balance:** \$30,198.67
 - b. **In kind service:**
 - i. **Service:** (See Financial Statement)
 - ii. **Cost of goods:** (refer to Financial Statement)
 - iii. **Rental in kind donation:** (refer to Financial Statement)
 - iv. **Business donations:** (refer to Financial Statement)
6. **Volunteer efforts:**

a. **Board of Directors:**

- i. Q1 2026 newsletter was sent out. We educated people about La Traviata.
- ii. Are helping with costuming, props, scenery pieces, scenery projections, directions, choreography, providing piano playing, grant writing, stage crew needs.
- iii. Finding sponsorship possibilities.
- iv. Maintained and updated the website.
- v. Administrated LOT
- vi. Marketed LOT
- vii. Generated new ideas:
- viii. Recruited new talent:
- ix. Coordinated the communication between all performers.
- x. Arranged meetings and coordinated schedules.
- xi. Created the programs for events.
- xii. Coordinated Stage Management.
- xiii. Coordinated Social Media posts

7. **Marketing:**

a. Social media:

i. Facebook:

1. La Traviata posts are being done

ii. Instagram: We got a new Instagram account so they are connected.

iii. Bluesky: _____

b. Email:

i. Q1 newsletter went out.

ii. We did 3 email Blasts for The Magic Flute

iii. E-blast for SL County went out on January 20th.

c. Texting: Friends

d. Postcards: Magic Flute were given out.

e. Postcards: We need new postcards with upcoming performances.

f. YouTube:

i. Insider's Guide for The Magic Flute was created and posted

ii. Falstaff and The Magic Flute videos still need to be received and posted.

g. Contact interview: _____

8. **Website:**

a. _____

9. **Goals:**

a. **Short term goals from our last agenda:**

- i. Goal: Get enough funding to pay for The Magic Flute – should get enough for it and are still hoping to get the Sorenson Legacy Foundation grant to secure funding for La Traviata. - DONE
- ii. Goals: Get enough funding to pay for our Educational Outreach – applied for the Bastien Foundation. - DONE
- iii. Goal: Increase our audience size 15% over Carmen for The Magic Flute – we increased it by 8%.
- iv. Goal: Get enough funding to pay for La Traviata - DONE
- v. Goal: Otello tracks well underway – In process
- vi. Goal: Production of La Traviata underway. – In process
- vii. Goal: Prepare Q1 newsletter. - DONE
- viii. Goal: Bigger presence on social media. - DONE
- ix. Goal: Weekly Facebook and Instagram posts - DONE
- x. Goal: Find another foundation to support us.

- xi. Goal: Finish getting new website up.
- xii. Goal: Make sure we do social media and email posts – make sure we are posting to only buy through ArtTix. We need to educate our audience about it. Buy from ArtTix. This is our price range. It should not be more than that.

b. Short-term goals to be accomplished before our next board meeting.

- i. Goal: Get a storage facility and move the big things to it.
- ii. Goals: Get enough funding to pay for our Educational Outreach
- iii. Goal: Otello tracks completed
- iv. Goal: Production of La Traviata mostly done.
- v. Goal: Increase our audience size 5% over The Magic Flute
- vi. Goal: Prepare Q2 newsletter.
- vii. Goal: Bigger presence on social media.
- viii. Goal: Weekly Facebook and Instagram posts
- ix. Goal: Find another foundation to support us.
- x. Goal: Finish getting new website up.

c. Longer term goals:

- i. Goal: Get another Board member. – working on it. – Beatrice??
- ii. Goal: Get a photoshoot of Otello cast updated.
- iii. Goal: Find someone to do our graphics and scenery for Otello.
- iv. Goal: Get the balcony open with supertitles.
- v. Goal: Get enough funding in place to start paying our accountants for our quarterly reports
- vi. Goal: Get enough funding to start paying staff.
- vii. Goal: Get new talent from the various universities. – In progress

10. Other Business (President):

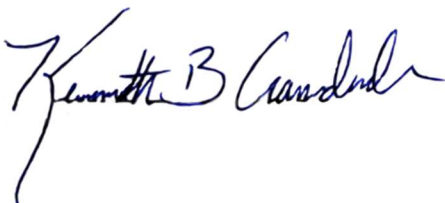
- a. Jessie has been getting complaints about the use of AI images.

11. Next Meeting: Board of Directors meeting July 19, 2026, at 6:30pm

12. Official Close of Meeting: We closed our meeting at 7:35pm



Jessie Pugmire, President



Kenn Crandall, Secretary