

**Camden Opera House Committee**  
**Minutes of the Meeting**  
**January 13, 2014 Tucker Room - 5 PM**

**Present:** Kate Bates, Susan Dorr, Judy Godwin, Kerry Hadley, Mark Ratner, Maryanne Shanahan  
**Meeting called to order** by Maryanne Shanahan at 5:00 PM.

**Minutes:** Minutes from November 4, 2013 meeting accepted with two corrections noted by Kate Bates: Correct the spelling of Raymond Brunyanski in the Present line; insert the word “first” before “appeal” in the second sentence, second paragraph titled Inaugural Annual Appeal.

**Manager's Report:** Kerry Hadley deftly summarized her Manager's Report (see attached for details) with a positive focus on celebrating accomplishments of 2013. These included the influx of \$40K in unbudgeted revenue that allowed the important restoration of the Opera House piano and the Maine Community Foundation grant for a new website, which is in the works; and a net \$4K (income \$5400; hard costs \$1400) from the first annual appeal. The additional unbudgeted revenue was the consequence of 1) Kerry's ability to focus greater attention to these possibilities because of part-time administrative assistance and 2) critical support and talent provided by board members, particularly Kate who developed the grant proposal for the piano restoration and initiated and guided the Annual Appeal process. A side discussion during this report was how to allocate the \$4K from the Annual Appeal. The committee strongly recommended the development of an OH identity program, the results of which should include a suitable and effective logo and its production components, which should be in place for the website design and development. The committee agreed to allocate \$1K of the \$4K from the annual appeal, and Marc Ratner agreed to contact Anaali Skaar to obtain a proposal for the design and implementation of the logo. Maryanne recommended that the OH committee not feel the need to make decisions at the present time about the full allocation of the remaining money. Kerry pointed out that at least some of it will be needed to cover additional advertising initiatives that were undertaken this year, knowing that we would be receiving funds from the appeal, and that we may also want to consider replenishing the third floor fund, funds from which were removed to conduct the needs assessment.

**Strategic Goals and 2014-2015 Budget:** Kerry presented the draft goals for the upcoming year, including those corresponding to the budget (see attached). These goals will be revised in discussion to fit completely with the proposed budget, and will be discussed at the January 21 meeting of the Select Board which Kerry and Kate will attend. The OH committee reviewed the budget, focusing on staffing issues and challenges—particularly with the growing dedication of Dave Morrison's time to municipal and community meetings. Kerry had intended to suggest a change to a 70/30 ratio from 80/20 ratio for shared responsibility in the OH budget and the municipal budget for his salary. The OH committee strongly advised this number be presented at 60/40. The remainder of the budget discussion reflected the concept that the proposed budget be kept to zero growth. Should there be any effort to expand the goals of the OH staff beyond the goals defined to correspond to an effective zero-growth budget, Kerry is prepared to demonstrate what the corresponding increments in staffing and other budgetary support must be.

The next meeting of the OH committee is scheduled for Monday, February 3 at 5PM. The agenda is hefty, includes a vote on the budget that will go forward to the Select Board for decision, and a quorum will be essential. Should anyone be unable to attend, please give your proxy to another committee member.

**Adjourn:** The meeting was adjourned at 6:30 PM, at which time committee members who chose to viewed - and played the restored piano.

Respectfully submitted, Maryanne Shanahan