

Players of Utica 2020 Annual Report

Hospitality/Volunteer/By-Law Committee

Chair: Kathy Leers

Members: Kelly DeGrace, Wayne Seifried, Jan Rumbutis

By-Laws also include Lynne Mishalanie

Season shows and special events happen with our committee!

1. We schedule, train, and support all volunteers (Approx. 8 per performance: 2 Box Office, House manager, concessions, 50/50, subscriptions, setup, ticket/playbill)
2. Purchase and stock the concession stand and general theatre supplies
3. Decorate extensively to enhance each production/event
4. Review and make changes to our By-Laws as needed/ to be voted on at the June annual meeting (June 2020- change the status of Historian and define updated Treasurer duties now that we have contracted with an accountant)

The committee supported 9 productions and events during our 2019-2020 season. This included:

- *July's Playwrights' Festival (3 productions)
- *September's Assisted Living: How the Other Half Lives
- *October's Halloween Cabaret
- *October/November's The Clean House
- *December's The Dixie Swim Club
- *December's Holiday Cabaret
- *January's Ryan Bliss' Magic Show Weekend

Future Goals:

1. Greatly expand our volunteer base and involve more young people
2. Hire a caterer to allow a bar regularly at upcoming events (Check insurance)
3. Work with the new VP of Operations to update volunteer descriptions and training
4. Plan special events with other committees to welcome volunteers, promote the theatre, and support fundraising and development.
5. Continue with our opening night receptions

Respectfully submitted

Kathy Leers

May 28, 2020