

**Oregon Shakespeare Festival
Board of Directors Annual Meeting
June 12, 2015**

Board

Present: Joel Axelrod, Susan Cain, Lynne Carmichael, Sid DeBoer, Mary Driver, Brad Edgerton, Katie Farewell, Mort Friedkin, Laurie Gibbs, David Glen, Harold Goldstein, Louise Gund, Pam Hammond, Ken Hitz, Peter Koehler, Cynthia Lawrence, Gail Lopes, Kathryn Ma, Darleen Ortega, Fred Rehms, Danny Santos, Nina Schwenk, Jane Shaw, Perry Simon, Trine Sorensen, Alex Sutton, Jerry Taylor, Paul Westbrook, Diane Yu.

Endowment

Present: Chuck Butler, Laurie Hoagland, Rudd Johnson, Bill Nichols, Robert Porter.

Staff

Present: Christopher Acebo, Luis Alfaro, Elisa Bocanegra, Freda Casillas, Mica Cole, Lue Douthit, Linda Fern, Alys Holden, Joan Langley, Mallory Pierce, Bill Rauch, Cynthia Rider, Becky Ross, Pam Wallize, Susan Whitmore, Dawn Monique Williams.

Guests: Lynn Nottage, playwright.

Board

Absent: Yogen Dalal, Donald deBrier, Tony Drummond, Harry Elam, Cathy McMurtry, Patsy Smullin, Wally Weisman.

Endowment

Absent: Bill Meehan, Kelly Meldrum.

1. **Welcome:** Peter Koehler, Board President, facilitated the meeting and declared a quorum. Mary Driver presented her art piece expected to be auctioned at the Daedalus Project, August 24, 2015.
2. **President's Report:** Koehler introduced the two main topics of the meeting: the Marketing report to give a deeper understanding on their work and role at the Festival, and the Committee Roadmap reports, clarifying committee work to support the strategic plan. Koehler acknowledged the efforts of staff in connection with the union election and the openings of the outdoor plays.
3. **Artistic Director's Report:**
 - **Art on Stage:** Rauch recounted the vibrancy and excitement of the opening of *Secret Love in Peach Blossom Land* after the April Board meeting and the three shows in the Allen Elizabethan Theater. He provided background and insights into *The Count of Monte Cristo*, *Head Over Heels*, and *Antony and Cleopatra*. Rauch thanked Dawn-Monique Williams, Associate Director for her contributions to the production.
 - **Tours:** Rauch reported on the eight shows commissioned or created at OSF that are touring across the country. The full list is available on the Festival's website.
 - **Directing Opportunity:** Rauch announced he will be directing his third project outside OSF in the fall, *Night is a Room*, by Naomi Wallace, at the Signature Theatre in New York City.
4. **Artistic Presentation:** Rauch introduced three artistic colleagues to report on their activities:
 - Dawn-Monique Williams, Artistic Associate and Associate Director on *Antony and Cleopatra*, reported on her time at OSF as part of the TCG/Mellon-funded grant to work with Rauch for two years.

- Luis Alfaro, Mellon In-Resident Playwright, reported on the opening of his play *Delano*, part one of a trilogy, at Magic Theatre. The production is a co-commission between OSF and Magic Theatre. Alfaro described his community building efforts in Oregon and in California at Stanford University working and teaching in the local community with the assistance of Board member Harry Elam.
 - Lynn Nottage, OSF's most produced living playwright, spoke about the inspiration for *Sweat*, commissioned from the American Revolutions – U.S. History Cycle and currently in rehearsals.
5. **Executive Session:** Staff and guests were excused for this portion of the meeting. The Board met in executive session with Rauch and Rider, and among themselves, to discuss financial, personnel, and legal matters.
 6. **Approval of the minutes from April 24, 2015: Motion by Diane Yu, second by Susan Cain to approve the minutes as distributed. Passed unanimously.**
 7. **Marketing Presentation:** Mallory Pierce, Director of Marketing and Communication, presented the work of all marketing departments, structures in place, future plans, and marketing strategy. Presentation was opened for discussion.
 8. **Governance Report:** Gail Lopes reported on committee activities related to the production of short Board member biographies, and recruiting priorities. In connection with identifying potential Board members, Governance Committee members are speaking individually with Board members about candidates they may have identified. Chuck Butler and Sid DeBoer have volunteered to head up recruiting efforts for the Oregon Shakespeare Festival Business Alliance (OSFBA).
 9. **Committee Roadmaps:** Koehler had asked each Board committee to create a strategic roadmap outlining its plans to support the Festival's strategic plan and to work with other committees to achieve the goals. The following committee chairs reported on their plans: Pam Hammond, Community Relations; Nina Schwenk, Education; Rudd Johnson and Fred Rehms, Long Range Plan; Darleen Ortega, Diversity and Inclusion; Jane Shaw, Human Resources, Dave Glen, Development, and Gail Lopes, Governance.
 10. **Audience Development:** Darleen Ortega led a discussion about specific actions that Board members could take to increase diversity among audience members, Ortega and Kathryn Ma shared their experiences with “inviting people to the party” and hosting specific groups to come to the Festival and experience all it has to offer. Ma encouraged the Board to invite guests to come, to return with their friends, and to become members. Freda Casillas, Audience Development Manager, thanked the Board for their relationship-building efforts and offered her help with logistics and special experiences.
 11. **Finance and Endowment:** Susan Cain, Finance Committee Chair, reported on the current financial picture and generally strong ticket sales. Bill Nichols, Endowment Chair, reported the trustees will discuss Endowment investment allocations at their next meeting tomorrow.
 12. **Development:** Dave Glen, Development Committee Chair, reported on committee work to engage the Emeritus Board (Emeritus weekend is September 18 – 19, 2015) and to acknowledge members who increase their level of membership by writing personal notes. Any Board members wishing to participate in the Committee's thank you note project may speak with Katie Farwell who is in charge of the effort. Becky Ross, Director of Development, reported on the search for new members of the Development Department. Offers were accepted by Ann Holmes, Director of Individual Giving – California; Jennifer Ryen, Director of Individual Giving – Ashland, and Dawn Elsbree, Director of Operations. Ross acknowledged the support from Board members during the interview and hiring process.

13. Executive Director's Report: Rider provided the following report:

- **Update on the Bricks Courtyard:** Rider reviewed with the Board the latest cost estimates for Phase 1, to make access more functional, to improve the Bowmer loading dock and to add the Bowmer elevator.

Motion by Joel Axelrod and second by Diane Yu to approve phase one of the bricks renovation project to include the access needs, Bowmer loading dock and elevator and to authorize the use of reserves until other funds are received. Passed unanimously.

- **Strategic Planning:** Rider commented on parts of the strategic framework that have already been supported by actions, including the Development Department.
- **Diversity and Inclusion:** Rider acknowledged Rauch's passion for equity, inclusion and diversity and shared her own recent activities in support of OSF and Ashland efforts to further equity and diversity.
- **Hay-Patton Rehearsal Center:** Work is progressing well.

14. Executive Session: Staff and guests were excused for this portion of the meeting. The Board met in executive session to discuss financial, personnel, and legal matters.

Respectfully submitted,

Lynne Carmichael
Corporate Secretary