



WILLIAMSBURG PLAYERS

ANNUAL REPORT

2012 - 2013 SEASON

Our 56th Year

Prepared for the August 4, 2013
Annual General Membership Meeting

Table of Contents

<i>Meeting Agenda</i>	<i>Page 3</i>
<i>Annual Meeting Minutes of August 2012</i>	<i>Page 4</i>
<i>Board of Directors & Staff</i>	<i>Page 6</i>
<i>Mission Statement</i>	<i>Page 6</i>
<i>Vision Statement</i>	<i>Page 7</i>
<i>President's Message</i>	<i>Page 8</i>
<i>2012-2013 Budget Report</i>	<i>Page 9</i>
<i>2013-2014 Proposed Budget</i>	<i>Page 13</i>

Annual Meeting Agenda

August 4, 2013

- Annual meeting declared open, confirm quorum is present (D. Hugh Siggins, President)
- Meeting Moderator calls for reports (Debbie Noonan, Secretary)
- Reading & Approval of August 5, 2012 Annual Meeting minutes (Debbie Noonan, Secretary)
- President's Remarks - Annual Report on the 2012-2013 Season (D. Hugh Siggins, President)
- Treasurer's Annual Financial Report for 2012–2013 Fiscal Year (Peter Natale, Treasurer)
- Special Recognitions (D. Hugh Siggins, President)
- 2013 Scholarship Award (Betsy Jo Spence, Chairperson)
- Election of the new Board of Directors (D. Hugh Siggins, President)
 - a. Brief description of organizational structure (D. Hugh Siggins, President)
 - b. Recognition of board members and whose term is up for reelection (D. Hugh Siggins, President)
 - c. Announcements of Resignations (D. Hugh Siggins, President)
 - d. Presentation of slate of nominations to the Board of Directors (Debbie Noonan, Secretary)
Marsha Allen, Connie Granger, Peter Natale
- Floor nominations for Board of Directors (D. Hugh Siggins, President)
- Close nominations (D. Hugh Siggins, President)
- Short Break, if required, to discuss interest offered to the organization by the nominee(s).
- Vote for slate of Nominations by membership (Debbie Noonan, Secretary)
- Presentation of the 2013-2014 Operating Budget (Peter Natale, Treasurer)
- Call for vote to approve 2013-2014 Operating Budget (D. Hugh Siggins, President)
- Update on auditorium and HVAC modifications (D. Hugh Siggins, President)
- Question and Answer Session
- Adjourn Meeting (D. Hugh Siggins, President)

Board Members will remain for brief meeting to elect Executive Officers for the 2013-2014 year

WILLIAMSBURG PLAYERS ANNUAL GENERAL MEMBERSHIP MEETING

Minutes

Sunday, August 5, 2012

James-York Playhouse, Williamsburg, VA

Williamsburg Players, Inc. Annual General Membership Meeting August 5, 2012

The meeting was called to order by President Hugh Siggins at 2PM on August 5, 2012 in the James-York Playhouse.

- Bob Shea moved to approve the minutes of last year's meeting. Tony Spunzo seconded. This motion passed.
- Current Board members present: Miguel Girona, Connie Granger, Donald Lasher, Carol Moff, Peter Natale, Philip Newbery, Debbie Noonan, Amy Payne, Hugh Siggins, Tony Spunzo
- 65+ Members also present.
- Hugh discussed challenges of opening the new theater including sound issues which we've addressed by adding the sound absorption panels on the side and back walls. In addition we are adding a new speaker which will be aimed right at the center section of the seats. The sight line issue has been addressed by raising the last 6 rows incrementally – row 6 - 4", row 7 - 6", row 8 - 8", row 9 - 10", row 10 - 12", and row 11 - 14". The last 4 rows are also offset from the front 7 rows. These back six rows now include one or two steps to get into them, so it's important that everyone watch their step. We will continue to tweak the space to hopefully make it the best that it can be, as money permits. We added electronic ticketing this year so patrons can purchase /exchange tickets without going through the box office.
- We have discontinued our Readers' Theatre program and added a Children's Theatre program for ages K through grade 5. These will be held on Saturdays at 11AM, last about 1 hour, and follow with a Q&A session.
- 4. Peter presented the annual budget report. We started the year with \$144,800.17, had \$331,550.50 in income, \$467, 353.61 in expenses, leaving a balance at the end of the year of \$8,997.06. Tony Gabriele moved approval of the report. Lynn Schumann seconded. There was some discussion about the report. The motion passed.
- 5. Special Recognitions.
 - a. Hugh recognized 3 new Life Patrons: Joan Gilkison, Bob Noonan, and Peter Natale. These are people who have contributed their time and money to the organization in abundance. We thank them for their generosity and all their hard work.

b. Every year we give a \$2000 scholarship to a local high school student. This is paid in \$500 increments over the 4 years of school. The student must be majoring in some aspect of performance – theater or dance. This year’s MuCulley-Scammon Scholarship was awarded to Hayley J. Daniels from Menchville High School who will be attending JMU in the fall.

- 6. Election of New Board members.
 - a. Hugh thanked Bob Shea who acted as president during the construction of the building and left the Board last fall for personal reasons. In addition he thanked Nick Christoff who was forced to leave the Board this past spring as he was deployed to Afghanistan. Leaving the Board at this time are Philip Newbery who served 2 years and helped with the decoration of the lobby and the new kitchen, and Donald Lasher who served one year and whose voice was helpful in making some difficult decisions.
 - b. Miguel Girona has served three years and is now up for re-election.
 - c. The slate of new Board members includes: Nina Costello, Kelsey Helmick, Becky Krantz, and Steve Olson.
 - d. Hugh asked if there were any nominations from the floor. Seeing none, Peter moved to close the nominations. Susan Fournier seconded. This passed.
 - e. Susan Fournier moved the slate. Marsha Allen seconded. This passed.

7. Next year’s operating budget:

Peter presented the 12-13 proposed operating budget which included \$275K in income and expenses. Donald Lasher moved the budget. Bob Noonan seconded. After discussion, this passed.

8. The floor was opened up to questions and answers. Debbie noted we have 1250 subscribers so far this year. Last year we had 1475 which was 300 more than the previous year. The current subscriptions seem to be running about on schedule. We accept subscriptions through the Christmas season.

The meeting was adjourned at 3:07 PM.

Respectfully submitted,
Debbie Noonan, Secretary



2012-2013
Board of Directors

D. Hugh Siggins, President
Tony Spunzo, Vice President
Debbie Noonan, Secretary
Peter Natale, Treasurer
Amy Payne, Production
Carol Moff, Volunteers
Miguel Girona, Advertising
Kelsey Helmick, Marketing
Steve Olson, Special Projects
Becky Krantz, Season Selection
Nina Costello, Hospitality
Connie Granger, At Large

2012-2013
Staff

Robert Bland, Attorney
Lori Okay, Show Programs
Betsy Jo Spence, Scholarships
Jeanette Chapman, Wardrobe
Jim & Les Waldron, Premiere Night
Bob Noonan, Webmaster

MISSION STATEMENT

The Williamsburg Players is a non-profit community theatre committed to enriching and broadening the cultural life and experience of the Greater Tidewater community. Our mission is to present professional-quality theatre productions that challenge, stimulate, and entertain our audiences, patrons, and volunteers. Hands-on learning and scholarship programs provide opportunities for education, experience, personal growth, and challenge.

VISION OF THE WILLIAMSBURG PLAYERS

The vision of the Williamsburg Players is built on a foundation of always providing quality performance stage art to, for, and with the community as well as to provide a venue for the community at large to gain hands-on experience in theatre arts.

Our vision is to become a community resource that enriches all facets of the arts in the area. With the coming 57th season, we intend to strengthen our community ties so that we are an integral part of the cultural, arts, entertainment, and travel opportunities for all who live in or visit the area. We will build on the existing reputation for quality theatre as we strengthen our volunteer and community-based support.

During the coming season we will continue to improve our new theater which represents a state of the art facility, providing a mix of shows that will highlight the opportunities for an expansion over what has been possible in the past.

In the coming production year we are continuing our Children's Theatre series with shows designed and presented for the Pre-kindergarten through 5th grade age group. These presentations will not only be fun but educational and will introduce theatre to our future audience members.

Additionally, with careful planning, we will encourage other members of the arts and entertainment community to take advantage of the opportunities to likewise expand what is possible in the new theater.

With electronic ticketing, we have provided an efficient and user-friendly ticketing system that provides patron flexibility without long box office lines.

Our ultimate vision is to become a cultural arts center for the area, providing a venue for theatre, concert, and dance that surpasses anything locally available. We expect expansion to include children's theatre, governmental town meetings, dance recitals, other theatre group productions, special events and workshops. To do this we must expand our volunteer base, attracting all ages to contribute to this unique community resource.

Lastly, our vision is to justify the hard work and financial support that has been invested in the Williamsburg Players. Each volunteer and each financial supporter must see that their investment has enriched the community, paying dividends to those who follow in our footsteps.

THE PRESIDENT'S MESSAGE

As I write this report, we are in the middle of performances of our special fundraising musical *Annie*. This has turned out to be a great idea, because casting 15 children, ages 6 to 12, plus a dog, gave us a built-in audience of parents, grandparents, aunts, uncles, friends and dog lovers. We have been playing to a full houses for each performance and expect over 1,500 people to see our production. The drawing power of children and animals is great. We would like to thank everyone who worked on *Annie* including the cast, orchestra, backstage personnel and everyone associated with this production. I especially want to thank the parents, some of whom made changes to summer vacation plans, to allow their children to be in the cast and those that have made many trips to the theater for rehearsals and performances, then further supported them with their attendance and applause. We appreciate your dedication.

The 2012-2013 season was particularly memorable for the final production of the season *Chicago*, which turned out to be the most attended show since we opened our new theater, and was acclaimed by audiences during its 12 performance run. *Jesus Christ Superstar*, *The Odd Couple* and *Steel Magnolias* all exceeded our goals. The one drama, *I Never Sang for My Father*, was a moving and dramatic experience, which many in our audience acclaimed "was the best we had done".

During the year, we made changes to the seating, adding risers to several rows to improve the sight lines and sound absorbing panels to the walls to reduce the effect of echoing. In addition, we replaced the hanging microphones with floor microphones, which improved the quality of our sound emanating from the stage. The next major job is to work on our HVAC system. Currently the noise generated by the blowers, in both the theater and the lobby, is unacceptably high. By adding variable speed motors to the system, we can expect to cut the noise in half and also reduce the force of the heated or cooled air on each of us. We don't want our patrons to feel that the cold air is blowing directly on them. These changes should be accomplished by the time we begin our 2013-2014 season.

Speaking of our new season, it is highlighted by introducing three people who are directing for us for the first time. Each of them has performed on our stage but this is their first directing job for us. Doug Stewart will begin the season with the comedy *Moon Over Buffalo*, followed by Brandon Lyles, returning as a director after several years to direct *Schoolhouse Rock Live!* which is based on a series of 3 minute songs added to children's programs to assist them in learning their numbers, the alphabet, personal health and science utilizing rock music as a background. This was popular during the mid to late 70s and early 80s. Some people have commented, "that was how I learned." Becky Krantz and Larry Shaw are both new directors, but not new to our stage, as they have performed many times. Becky is directing *The Miracle Worker*, a drama based on the life of Helen Keller, and Larry is directing the comedy *Rough Crossing*. Our final show of the season is the musical *Into The Woods* with returning director Christina Westenberger who last directed *Pride and Prejudice*.

We will be utilizing the theater building for 2 Christopher Wren classes during the fall 2013 session. I will lead a class on "What's Happening at Williamsburg Players" and Glenn Winters is teaching a class on "Understanding Opera." This is the second season for our children's program series which was reasonably successful last year. We hope we can double last year's attendance.

In addition to *Annie*, we will be doing some other fund raisers this coming season. Bob Milne, ragtime and boogie-woogie pianist, will be returning to our stage for two performances on October 12 and 13 as last year he had one sold out performance. Since we have been successful in putting on musical revues with Broadway songs, we are scheduling performances during the beginning of December and another in the spring. We have not selected those dates at this time. Visit www.williamsburgplayers.org to check on the dates which will be posted soon.

I would be remiss if I didn't thank our financial supporters during this past season. There have been times when finances became very tight, but our angels came through at the time we needed them. Thank you, Thank you, Thank you!

2012 - 2013 Budget Report

	Budget	Jul '12 - Jun 13	+ / - of Budget
Ordinary Income/Expense			
Income			
Contributed Support			
56th Season Misc. Gift	30,000.00	68,010.75	38,010.75
56th Season Subscription Gifts	50,000.00	39,113.00	(10,887.00)
57th Season Subscription Gifts	30,000.00	30,328.00	328.00
Local Government Grants			
Williamsburg Area Arts Comm.	6,000.00	6,000.00	0.00
York County Arts Commission	1,000.00	1,100.00	100.00
Total Local Government Grants	7,000.00	7,100.00	100.00
Nonprofit Organization Grants			
Williamsburg Foundation	5,000.00	5,000.00	0.00
Total Nonprofit Organization Grants	5,000.00	5,000.00	0.00
Total Contributed Support	122,000.00	149,551.75	27,551.75
Earned Revenues			
Advertisers & Show Sponsors	10,000.00	11,380.00	1,380.00
Concessions	4,000.00	6,244.00	2,244.00
Gift Certificate Sales	200.00	36.00	(164.00)
Interest Earned	500.00	10.73	(489.27)
Miscellaneous Revenue		546.00	
Production Ticket Sales			
Ticket Sales 2012-2013			
1 - JESUS CHRIST SUPERSTAR	17,500.00	18,068.00	568.00
2 - THE ODD COUPLE	12,500.00	14,108.00	1,608.00
3 - I NEVER SANG FOR MY FATHER	8,000.00	4,694.00	(3,306.00)
4 - STEEL MAGNOLIAS	12,500.00	13,503.00	1,003.00
5 - CHICAGO	17,500.00	25,029.00	7,529.00
CHILDREN'S THEATRE			
01 - Three Little Pigs	500.00	714.00	214.00
02 - Lady of Bullyburg	500.00	195.00	(305.00)
03 - Amazon Adventures	500.00	836.00	336.00
04 - The Ugly Duckling	500.00	371.00	(129.00)
05 - The Big Dinosaur Show	500.00	686.00	186.00
Total CHILDREN'S THEATRE	2,500.00	2,802.00	302.00
Total Ticket Sales 2012-2013	70,500.00	78,204.00	7,704.00
Ticket Sales 2013-2014			
Children's Theatre 2013-2014			
CT2 - Night Before Christmas		14.00	
Total Children's Theatre 2013-2014		14.00	
Total Ticket Sales 2013-2014		14.00	
Total Production Ticket Sales	70,500.00	78,218.00	7,718.00
Rent Revenue	2,000.00	2,539.50	539.50

Season Subscriptions

56th Season CT Subscriptions		870.00	
56th Season Subscriptions	90,000.00	91,780.00	1,780.00
57th Season CT Subscriptions		150.00	
57th Season Subscriptions		55,125.00	
Total Season Subscriptions	90,000.00	147,925.00	57,925.00

Total Earned Revenues 177,200.00 246,899.23 **69,699.23**

Fundraising

Annie Fund Raising Show		8,116.00	8,116.00
Bob Milne Concert	5,000.00	5,675.00	675.00
For the Love of Broadway	3,000.00	9,208.00	6,208.00
New Chair Campaign	3,000.00	2,100.00	(900.00)
Total Fundraising	11,000.00	25,099.00	14,099.00

Total Income 310,200.00 421,549.98 **111,349.98**

Expense

Carryover Unpaid Bills 2011-2012 75,000.00 75,000.00

Administrative

Books, Subscriptions, Software	250.00	34.95	(215.05)
Membership Dues	1,200.00	904.00	(296.00)
Office Equipment	500.00	107.42	(392.58)
Office Supplies	1,500.00	1,042.94	(457.06)
Postage, Shipping & Delivery			
Bulk Mail Expense	3,000.00	1,090.00	(1,910.00)
General Mailing Expense	750.00	776.03	26.03
Post Office Fees	500.00	52.00	(448.00)
Total Postage, Shipping & Delivery	4,250.00	1,918.03	(2,331.97)

Telephone & Telecommunications

Internet	500.00	613.87	113.87
Telephone	2,500.00	2,289.54	(210.46)
Total Telephone & Telecommunications	3,000.00	2,903.41	(96.59)

Total Administrative 10,700.00 6,910.75 (3,789.25)

Hospitality

Concessions	2,000.00	3,832.84	1,832.84
Gifts & Plaques		246.31	
Premier Opening			
Catering	4,000.00	2,266.70	(1,733.30)
Invitations	2,000.00	1,703.73	(296.27)
Supplies	1,250.00	654.52	(595.48)
Total Premier Opening	7,250.00	4,624.95	(2,625.05)

Volunteer Development 750.00 0.00 (750.00)

Total Hospitality 10,000.00 8,704.10 (1,295.90)

Misc Expenses

Authorize.Net Online C.C.	500.00	295.85	(204.15)
Chesapeake Bank C.C. Charge	7,500.00	7,298.11	(201.89)
Chesapeake Bank Service Charge		10.00	

General Expenses	5,000.00	3,586.20	(1,413.80)
Insurance - Non-employee	5,000.00	4,552.20	(447.80)
Production Equipment	5,000.00	2,956.58	(2,043.42)
Reserved Funds	0.00	0.00	0.00
Scholarships Awarded	2,000.00	2,500.00	500.00
Ticket Refunds		-72.00	
Ticket Turtle Online Fees	8,000.00	6,571.30	(1,428.70)
Misc Expenses - Other		16.50	
Total Misc Expenses	<u>33,000.00</u>	<u>27,714.74</u>	<u>(5,285.26)</u>
Occupancy Expenses			
Alarm Monitoring	500.00	336.88	(163.12)
Furniture & Fixtures	2,500.00	314.30	(2,185.70)
Maintenance			
Grounds Maintenance	3,000.00	2,250.00	(750.00)
HVAC Maintenance	1,000.00	189.06	(810.94)
Janitorial Services	4,500.00	4,497.25	(2.75)
Maint. Improvement & Repairs	15,000.00	25,382.64	10,382.64
Maintenance Supplies	1,500.00	860.05	(639.95)
Pest Control	750.00	379.20	(370.80)
Total Maintenance	<u>25,750.00</u>	<u>33,558.20</u>	<u>7,808.20</u>
Misc. Tools & Equipment	1,000.00	2,878.30	1,878.30
Mortgage Interest	120,000.00	116,062.75	(3,937.25)
Utilities			
Electricity	10,250.00	16,392.96	6,142.96
Oil	1,500.00	1,833.53	333.53
Waste Management	1,750.00	962.04	(787.96)
Water & Sewer	1,250.00	2,006.59	756.59
Total Utilities	<u>14,750.00</u>	<u>21,195.12</u>	<u>6,445.12</u>
Total Occupancy Expenses	164,500.00	174,345.55	9,845.55
Other Personnel Expenses			
Accounting Fees	3,000.00	0.00	(3,000.00)
Engineering Fees		9,959.70	
Professional Fees - Other		502.50	
Total Other Personnel Expenses	<u>3,000.00</u>	<u>10,462.20</u>	<u>7,462.20</u>
Production			
General Production Expenses			
Box Office	500.00	1,253.91	753.91
Construction	500.00	1,479.60	979.60
Costumes	250.00	0.00	(250.00)
Misc. Expenses	250.00	5,044.15	4,794.15
Total General Production Expenses	<u>1,500.00</u>	<u>7,777.66</u>	<u>6,277.66</u>
Production Expenses 2011-2012			
4 - NOISES OFF - PM		800.00	800.00
5 - CURTAINS - WP		<u>2,562.30</u>	<u>2,562.30</u>
Total Production Expenses 2011-2012		3,362.30	3,362.30
Production Expenses 2012-2013			
1 - Jesus Christ Superstar - PM	5,000.00	5,451.01	451.01
1 - Jesus Christ Superstar - WP	2,500.00	3,587.29	1,087.29

2 - The Odd Couple - PM	3,500.00	2,808.79	(691.21)
2 - The Odd Couple - WP	2,500.00	3,188.10	688.10
3 - I Never Sang - PM	3,500.00	126.12	(3,373.88)
3 - I Never Sang - WP	2,500.00	2,745.96	245.96
4 - Steel Magnolias - PM	3,500.00	2,326.50	(1,173.50)
4 - Steel Magnolias - WP	2,500.00	2,586.87	86.87
5 - Chicago - PM	5,000.00	5,016.77	16.77
5 - Chicago - WP	3,500.00	4,079.87	579.87
5 - Chicago License	7,800.00	7,800.00	0.00
CHILDREN'S THEATRE			
01 - Three Little Pigs - WP	1,500.00	1,500.00	0.00
02 - Lady of Bullyburg - WP	695.00	695.00	0.00
03 - Amazon Adventures - WP	350.00	350.00	0.00
04 - The Ugly Duckling - WP	695.00	695.00	0.00
05 - The Big Dinosaur Show - WP	350.00	350.00	0.00
Total CHILDREN'S THEATRE	3,590.00	3,590.00	0.00
Total Production Expenses 2012-2013	45,390.00	43,307.28	(2,082.72)
Production Expenses 2013-2014			0.00
1 - Moon Over Buffalo - WP	0.00	159.85	159.85
2 - Schoolhouse Rock License	400.00	400.00	0.00
5 - Into the Woods License	400.00	400.00	0.00
Fund Raising Show - Annie - Lic	4,164.56	4,164.56	0.00
Fund Raising Show - Annie - PM	0.00	38.67	38.67
Total Production Expenses 2013-2014	4,964.56	5,163.08	198.52
Reader's Theater			0.00
RT WP Expenses	0.00	150.00	150.00
Total Reader's Theater		150.00	150.00
Total Production	5,1854.56	59,760.32	7,905.76
Publicity			
Marketing			
Advertising (Auditions/Shows)	5,000.00	8,792.78	3,792.78
Corporate Advertising (Season)	12,500.00	11,685.47	(814.53)
Total Marketing	17,500.00	20,478.25	2,978.25
Printing - Non Show Specific			
Newsletter	3,000.00	1,381.30	(1,618.70)
Season Brochure	3,000.00	4,863.56	1,863.56
Total Printing - Non Show Specific	6,000.00	6,244.86	244.86
Total Publicity	23,500.00	26,723.11	3,223.11
Reconciliation Discrepancies		-22.78	
Season Selection	250.00	0.00	(250.00)
Special Events			
Catering		1,505.00	
Misc. Costs	750.00	556.60	(193.40)
Royalty		1,700.00	
Total Special Events	750.00	3,761.60	3,011.60
Total Expense	292,590.00	393,359.59	100,769.59
Net Ordinary Income	12,645.00	28,046.39	15,400.95

2013 - 2014 Proposed Budget

Income

Contributed Support

57th Season Misc. Gifts	15,000.00
57th Season Subscription Gifts	20,000.00
58th Season Misc. Gifts	15,000.00
58th Season Subscription Gifts	20,000.00

Local Government Grants

Williamsburg Area Arts Comm.	6,000.00
York County Arts Commission	<u>800.00</u>
Total Local Government Grants	6,800.00

Nonprofit Organization Grants

Williamsburg Foundation	<u>5,000.00</u>
Total Nonprofit Organization Grants	<u>5,000.00</u>

Total Contributed Support 81,800.00

Earned Revenues

Concessions	5,000.00
Gift Certificate Sales	200.00
Interest Earned	100.00
Miscellaneous Revenue	250.00
Playbill Ad Sponsors	10,000.00
Production Ticket Sales	
Ticket Sales 2013-2014	

0 - ANNIE / SUMMER FUNDRAISER	24,000.00
1 - MOON OVER BUFFALO	12,500.00
2 - SCHOOLHOUSE ROCK	17,500.00
3 - MIRACLE WORKER	12,500.00
4 - ROUGH CROSSING	12,500.00
5 - INTO THE WOODS	17,500.00
Children's Theatre 2013-2014	
01 - Weird Next Door Neighbors	700.00
02 - Night Before Christmas	700.00
03 - Aesop's Fables	700.00
04 - Once Upon A Time	700.00
05 - Chessie the Manatee	<u>700.00</u>
Total Children's Theatre 2013-2014	<u>3,500.00</u>

Total Ticket Sales 2013-2014 100,000.00

Total Production Ticket Sales 100,000.00

Rent Revenue 3,000.00

Season Subscriptions

57th Season CT Subscriptions	500.00
58th Season CT Subscriptions	500.00
57th Season Subscriptions	<u>40,000.00</u>
58th Season Subscriptions	<u>60,000.00</u>

Total Earned Revenues 219,550.00

Fundraising	
Fund Raising Event #1	8,000.00
Fund Raising Event #2	8,000.00
Fund Raising Event #3	8,000.00
New Chair Campaign	<u>3,000.00</u>
Total Fundraising	<u>27,000.00</u>

Total Income **328,350.00**

Expenses

Administrative	
Books, Subscriptions, Software	250.00
Membership Dues	750.00
Office Equipment	500.00
Office Supplies	1,000.00
Postage, Shipping & Delivery	
Bulk Mail Expense	1,000.00
General Mailing Expense	500.00
Post Office Fees	<u>3,500.00</u>
Total Postage, Shipping & Delivery	5,000.00
Telephone & Telecommunications	
Internet	600.00
Telephone	<u>2,000.00</u>
Total Telephone & Telecommunications	<u>2,600.00</u>
Total Administrative	10,100.00
Hospitality	
Concessions	2,500.00
Gifts & Plaques	100.00
Premier Opening	
Catering	2,500.00
Invitations	2,000.00
Supplies	<u>500.00</u>
Total Premier Opening	5,000.00
Volunteer Development	<u>500.00</u>
Total Hospitality	8,100.00
Misc Expenses	
Authorize.Net Online C.C.	250.00
Chesapeake Bank C.C. Charge	6,000.00
General Expenses	4,000.00
Insurance - Non-employee	4,500.00
Production Equipment	1,500.00
Reserved Funds	5,000.00
Scholarships Awarded	2,000.00
Ticket Turtle Online Fees	<u>6,500.00</u>
Total Misc Expenses	29,750.00

Occupancy Expenses	
Alarm Monitoring	300.00
Maintenance	
Grounds Maintenance	3,000.00
HVAC Maintenance	22,750.00
Janitorial Services	2,200.00
Maint. Improvement & Repairs	5,000.00
Maintenance Supplies	1,000.00
Pest Control	500.00
Total Maintenance	<u>34,450.00</u>
Misc. Tools & Equipment	500.00
Mortgage	25,000.00
Mortgage interest	110,000.00
Utilities	
Electricity	12,500.00
Oil	1,000.00
Waste Management	1,000.00
Water & Sewer	1,250.00
Total Utilities	<u>15,750.00</u>
Total Occupancy Expenses	186,000.00
Other Personnel Expenses	
Legal Fees	100.00
Total Other Personnel Expenses	<u>100.00</u>
Production	
General Production Expenses	
Box Office	1,200.00
Construction	1,000.00
Misc. Expenses	1,500.00
Total General Production Expenses	<u>3,700.00</u>
Production Expenses 2013-2014	
0 - Annie / Sunner Show - PM	4,000.00
0 - Annie / Summer Show - PM	2,500.00
0 - Annie / Summer Show License	3,680.00
1 - Moon Over Buffalo - PM	2,500.00
1 - Moon Over Buffalo - WP	2,000.00
1 - Moon Over Buffalo License	1,872.00
2 - Schoolhouse Rock - PM	4,000.00
2 - Schoolhouse Rock - WP	2,000.00
2 - Schoolhouse Rock License	7,425.00
3 - Miracle Worker - PM	2,500.00
3 - Miracle Worker - WP	2,000.00
3 - Miracle Worker License	2,145.00
4 - Rough Crossing - PM	2,500.00
4 - Rough Crossing - WP	2,000.00
4 - Rough Crossing License	2,145.00
5 - Into the Woods - PM	4,000.00
5 - Into the Woods - WP	2,000.00
5 - Into the Woods License	7,675.00
	375.00

CT1 - My Weird Next Door Neighbor	
CT2 - Night Before Christmas	350.00
CT3 - Aesop's Fables	695.00
CT4 - Once Upon A Time	695.00
CT5 - Chessie the Manatee	350.00
Total Production Expenses 2013-2014	<u>59,407.00</u>
Total Production	63,107.00
Publicity	
Marketing	
Advertising (Auditions/Shows)	4,000.00
Corporate Advertising (Season)	9,000.00
Timeshare/Hotel Materials	0.00
Total Marketing	<u>13,000.00</u>
Printing - Non Show Specific	
Season Brochure	3,500.00
Total Printing - Non Show Specific	<u>3,500.00</u>
Total Publicity	16,500.00
Season Selection	
Season Selection-Scripts,etc	250.00
Total Season Selection	<u>250.00</u>
Total Expense	<u>313,907.00</u>
Net Profit (Loss)	14,443.00