



# **WILLIAMSBURG PLAYERS**

## **ANNUAL REPORT**

### **2014 - 2015 SEASON**

#### **Our 58<sup>th</sup> Year**

Prepared for the August 9, 2015  
Annual General Membership Meeting

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# Annual Meeting Agenda

## August 9, 2015

- Annual meeting declared open, confirm quorum is present (D. Hugh Siggins, President)
- Meeting Moderator calls for reports (Kathleen Walden, Secretary)
- Reading & Approval of August 10, 2014 Annual Meeting minutes (Kathleen Walden, Secretary)
- President's Remarks - Annual Report on the 2014-2015 Season (D. Hugh Siggins, President)
- Treasurer's Annual Financial Report for Fiscal Year 2014–2015 (Neil Hollands, Treasurer)
- Special Recognitions (if any) (D. Hugh Siggins, President)
- 2015 Scholarship Award (Betsy Jo Spence, Chairperson)
- Presentation of proposed By-Law changes (D. Hugh Siggins, President)
- 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 whose term has concluded (D. Hugh Siggins, President)  
Miguel Girona, Becky Krantz
  - c. Recognition of board members who are eligible for re-election (D. Hugh Siggins, President)  
Steve Olson
  - d. Announcements of Resignations (D. Hugh Siggins, President)  
Guy Borderlon, Tony Spunzo
  - e. Presentation of slate of nominations to the Board of Directors (Kathleen Walden, Secretary)  
Philip Cabibi, Brandon Lyles, Scott Hayes, ~~Peter Natale~~, [Olivia Bada](#), Deborah Soderholm
- 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).
- Election of Nominees to the Board of Directors by the membership (Kathleen Walden, Secretary)
- Presentation of the 2015-2016 Operating Budget (Neil Hollands, Treasurer)
- Call for vote to amend or approve 2015-2016 Operating Budget (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 2015-2016 year*

# **Williamsburg Players**

## **Annual Membership Meeting**

### **August 10, 2014**

The meeting was called to order by President Hugh Siggins at 2:02 PM at the James-York Playhouse.

Board members present: Marsha Allen, Connie Granger, Neil Hollands, Becky Krantz, Debbie Noonan, Steve Olson, Amy Payne, Hugh Siggins, Tony Spunzo, Michael Westenberger

Board members absent: Miguel Girona

Approximately 45 members were in attendance.

1. Peter Natale moved and Tony Spunzo seconded the approval of last year's annual meeting minutes. This passed.

2. Hugh Siggins noted that his president's report was in the packet of material that was passed out. Some highlights include that we have hopefully addressed most of the issues concerning sightlines, hearing (including the installation of the T-loop system) and HVAC. We will continue to monitor these systems to make sure they are working properly. In addition he thanked Brandon Lyles and the cast of Schoolhouse Rock Live! for taking their show on the road to Magruder Elementary School to show young people what live theater is all about. Our Children's Theatre has been attended reasonably well with the Christmas performances being the most popular. We've opened up our final dress rehearsals to ARC of Greater Williamsburg as a new form of community outreach. We are also reaching out to the community in order to find those that might need to use a facility like ours. Recently we've contracted with a local church to use the building on Sunday mornings giving us \$7500 per year in extra income. Hugh stressed that if we are to continue, we depend upon our volunteers and the generous donations of our patrons. Our budget is approximately \$330,000 which cannot be reach with ticket sales alone. Finally he thanked all those in attendance today and hoped for a great 58th season.

3. Neil Hollands explained line-by-line the budget report from last year. Though the totals for the year were very close to being right on target, the individual line items were often off by a great deal. The total expenses for the year were \$318,128.30 and the total income was \$328,420.61 for a net income of \$10,292.31.

4. Scholarship – Betsy Jo Spence reported that 28 schools were sent information about applying for our scholarship. 8 applicants were given auditions and interviews. The judges were Joan Gavalier, Bill Weldon, Michael Schiller and Amy Lyles. The winner of the 2014 scholarship was Dallis Seeker from Bruton High School.

5. Elections – Hugh noted that there were 5 resignations during the previous year: Peter Natale, Carol Moff, Nina Costello, Kelsey Helmick and Marsha Allen (at the end of today's proceedings). Debbie Noonan has completed her term and has decided not to run for re-election. Amy Payne has completed her second term and Tony Spunzo has completed his first term and they are both running for re-election. There were 2 appointments made during the year to fill empty spots: Michael Westenberger and Neil Hollands. They are up for their first official election. The Board has nominated Guy Bordelon, Rani

Wachter and Kathleen Walden to fill the remaining empty seats. Hugh asked for nominations from the floor. Sally Holzbach nominated Peter Natale. David Cunningham seconded. Tony Spunzo moved to close the nominations. Guy Bordelon seconded. This passed. At this time ballots were passed out and everyone was asked to vote during a ten-minute break. After the break the results were announced.

Amy, Tony, Michael, and Neil were re-elected to the Board. Guy, Rani and Kathleen were elected to their first terms.

6. Lynn Schumann announced to the membership that our dear friend and oldest member, Mollie Robbins, has been moved to an assisted living facility – Spring Arbor.

7. Neil Hollands went over the proposed budget for the coming year. It includes \$328,500 in income and expenses. Tony Spunzo moved and Michael Westenberger seconded the approval of the budget. This passed.

8. An update was given on the HVAC system. When the building opened the HVAC was incredibly loud in the auditorium and the lobby, so loud you could barely hear when it was running. Changes were made in the HVAC system during construction to supposedly save us \$30,000. This change is what caused the noisy fans. The company that originally put in the HVAC has since gone out of business so we contracted with Cox-Powell who said they could fix the problem for \$15,000. This has been done. We now have variable speed fans which are much quieter. We had not paid the original HVAC company because the work was unacceptable. We did pay them \$5,000 to close their account. So we did save \$10,000 overall.

What is still left to do? There are problems with the old part of the theater. It needs HVAC work as well. It is currently running on oil which is very expensive. We are working on a proposal this year to convert it to gas or electricity. We need to close in the ceiling in the scene shop as well to help save energy.

## OTHER BUSINESS

1. Ken Krantz mentioned there have been some Tweets (on Twitter) on our account that are inappropriate. We think this problem has been resolved but if you see anything like this in the future, please let us know.

2. Christina Westenberger mentioned that we need to remember that we are a community theatre and make sure we involve as many people as possible, that we bring we many new people in as possible, that we try to get new ticket buyers, etc.

3. Amy Lyles would like volunteers on shows to be more recognized. The Board members should acknowledge and thank those volunteers as often as possible.

4. Les Waldron thanked Neil Hollands for all his diligent work on the budgets. Tony Spunzo moved and Amy Payne seconded that the meeting be adjourned. The meeting was adjourned at 3:45 PM.

Respectfully submitted,  
Debbie Noonan, Secretary



**2014-2015**  
**Board of Directors**

D. Hugh Siggins, President  
Michael Westenberger, Vice President  
Kathleen Walden, Secretary  
Neil Hollands, Treasurer  
Guy Borderlon, Technical  
Amy Payne, Season Selection  
Miguel Girona, Advertising  
Steve Olson, Special Projects  
Becky Krantz, Production  
Tony Spunzo, Marketing  
Rani Wachter, Volunteers  
Connie Granger, At Large

**2014-2015**  
**Staff**

Robert Bland, Attorney  
Bob Noonan, Webmaster  
Lori Okay, Show Programs  
Betsy Jo Spence, Scholarships  
Jim & Les Waldron, Premiere Night  
Peter Natale, StageWrite, Ticket Site  
Debbie Noonan, Box Office

**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 59<sup>th</sup> 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.

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 will continue our 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**

## **D. HUGH SIGGINS**

What a great year the Williamsburg Players have just concluded!

Hopefully you are all as excited as I am.

We have now completed four years in our new theater, I am still having people tell me , “I didn’t know this theater was here”. One night when I was Board Member On Duty, I talked with a couple from Memphis TN, they were staying at a timeshare and went online to get their tickets before they left home. Many out of town people familiar with Williamsburg attend our shows when they are here.

The first group of individuals we want to thank, are those special people who have supported our theater with their donations. If you look at our Profit and Loss Statement, you will see that our net profit for the year was approximately \$130,000, this sum is equal to the monetary gifts we received. Thank you, thank you, thank you, to everyone who contributed in this way.

Our performances were attended in record numbers, as one performance of Peter Pan sold 305 tickets to a theater that has 300 seats. Many performances throughout the year were sold out, and most were near capacity, with only limited vision seats available. Thank you to everyone who purchased a season ticket or a single ticket in 2014-2015. Each of you helped set attendance records.

In addition to coming back this season, I ask you to invite a friend or neighbor to come see what we have to offer. As a community theater, we like to be able to show off the local talent which comes from our schools, in addition to music directors and dance instructors.

During this past season many new people volunteered to help us on stage, back stage, with set building and strike, ushering, box office and concessions. I would be remiss if I didn’t put in a pitch for more people to volunteer for these positions. As an all volunteer theater, we can use as many people who come to us and say, “what can I do to help”.

Under the direction of Rani Wachter, all volunteers were invited to attend an “end of the season party”, consisting of food, drink and entertainment. Everyone had a great time. In case you missed it a picture book of the event was on the concession area, see if you can find your picture.

We are all looking forward to this coming season, beginning with our summer show, *OLIVER!*. By the time you read this, we will have closed *OLIVER!* after its run of nine performances, and will be well into rehearsals of the first show of the 2015-2016 season, *City of Angels*.

Thanks to those Board Members who will be leaving after this meeting, Guy Bordelon, who is already in Louisiana, Becky Krantz and Miguel Girona, each of whom have both directed and performed on our stage and Tony Spunzo who served us as stage manager. A big thank you for everything you have done for the Players.

Make sure to get your season tickets for the new season, and as I say when I am BMOD and concluding my curtain speech, “sit back and enjoy the season”.



# **VOLUNTEERS / HOSPITALITY**

**RANI WACHTER**

Culture at Williamsburg Players- Much effort has gone into creating a fun and positive culture at Williamsburg Players this year. It is dependant on *each of us* to help build our volunteer pool by making Williamsburg Players a fun, positive, team oriented, and pro-active place to be. People are more inclined to volunteer their time if the environment is welcoming, positive, and fun. Thanks in advance!

The new Master List of Volunteers now has approximately 130 people listed as interested in volunteering for different jobs within our theater. This year the form was sent to all those inquiring about volunteering via our website, email, and phone. Cast and crews from 2014-15 Season were asked to fill out this form to be included on the Master List of Volunteers for future contact. There is an ongoing ad for volunteers in our show programs. We are also connected with VolunteerWilliamsburg.com and WilliamsburgFamilies.com. This year I will focus on additional avenues of locating potential volunteers.

The Master List of Volunteers will continue to be a work in progress. Here are ways *you* can help to make our volunteer pool stronger:

- 1) Please fill out the online volunteer form if you have not already done so. This can be found on the volunteering page of our website.
- 2) Directors, Set builders, Designers, Staff, etc should use the contact information generated from the online form to invite potential volunteers to support their endeavors at the theater. Just including one or two new volunteers per show will make us stronger over a period of time!
- 3) Think- "Mentor Mentality". Our Community Theater can offer a place for the unskilled to learn and enhance their craft. It is very important that *you* help new volunteers (as well as seasoned) feel supported, welcomed and appreciated. This will enable them, as well as encourage them to continue helping *you* at the theater. Most people volunteer to learn, have some fun, and feel appreciated!
- 4) If you know of a potential volunteer, please direct them to the online form and/or let me know. I will contact them directly. This year we are in particular need of set builders, box office support, and technical support so be on the look out for people with the interest or skills that support these areas and send them my way. We are also looking for volunteers to man our booth at 2<sup>nd</sup> Sunday. (There is a sign up sheet in concessions for that.)

The volunteer appreciation party was successful in bringing front house, back house, and performers together to celebrate everyone's efforts within our building. It takes everyone working together to make it all happen! This should be an annual event.

Premier Nights have been well attended this season. Thanks to all of the volunteers that make it all happen!

# **2014-2015 BUDGET REPORT**

## **NEIL HOLLANDS**

### **EXPENSES**

	Budgeted	Actual	Difference
<b>ADMINISTRATIVE EXPENSES</b>			
Books, Subscriptions, Software	\$200.00	\$41.59	\$158.41
Membership Dues	\$1,400.00	\$1,118.65	\$281.35
Office Equipment	\$300.00	\$85.84	\$214.16
Office Supplies	\$1,000.00	\$278.31	\$721.69
Postage, Shipping & Delivery			
Bulk Mail Expense	\$1,000.00	\$1,200.00	-\$200.00
General Mailing Expense	\$1,000.00	\$502.60	\$497.40
Post Office Fees	\$300.00	\$293.64	\$6.36
Telephone & Internet			
Telephone	\$1,000.00	\$1,361.56	-\$361.56
Internet	\$1,600.00	\$1,338.24	\$261.76
<b>TOTAL ADMINISTRATIVE</b>	<b>\$7,800.00</b>	<b>\$6,220.43</b>	<b>\$1,579.57</b>
<b>HOSPITALITY EXPENSES</b>			
Annual Meeting	\$0.00	\$313.96	-\$313.96
Concessions	\$3,500.00	\$4,129.71	-\$629.71
Concessions-Alcohol	\$0.00	\$1,017.40	-\$1,017.40
Gifts & Plaques	\$150.00	\$76.52	\$73.48
Premiere Openings			
Catering	\$2,250.00	\$1,543.79	\$706.21
Invitations	\$1,600.00	\$1,402.70	\$197.30
Supplies	\$400.00	\$251.45	\$148.55
Volunteer Development	\$600.00	\$647.44	-\$47.44
<b>TOTAL HOSPITALITY</b>	<b>\$8,500.00</b>	<b>\$9,382.97</b>	<b>-\$882.97</b>
<b>MISCELLANEOUS EXPENSES</b>			
ArtsPeople Ticketing Fees	\$8,000.00	\$9,663.30	-\$1,663.30
Authorize.Net Cred. Charges	\$400.00	\$389.30	\$10.70

Ches. Bank Cred. Charges	\$8,300.00	\$9,971.70	-\$1,671.70
General Expenses	\$3,000.00	\$3,182.61	-\$182.61
Insurance (Non-Employee)	\$4,500.00	\$4,112.10	\$387.90
Reconciliation Discrepancies	\$0.00	-\$0.90	\$0.90
Reserved Funds	\$5,000.00	\$969.81	\$4,030.19
Scholarship Awards	\$2,000.00	\$2,500.00	-\$500.00

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<b>TOTAL MISCELLANEOUS</b>	<b>\$31,200.00</b>	<b>\$30,787.92</b>	<b>\$412.08</b>
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**OCCUPANCY EXPENSES**

Alarm Monitoring	\$500.00	\$336.00	\$164.00
Grounds Maintenance	\$3,000.00	\$3,500.00	-\$500.00
HVAC Maintenance	\$4,000.00	\$10,937.74	-\$6,937.74
Janitorial Services	\$2,200.00	\$2,921.14	-\$721.14
Maintenance Improvement & Repair	\$5,000.00	\$4,857.61	\$142.39
Maintenance Supplies	\$700.00	\$1,082.08	-\$382.08
Pest Control	\$500.00	\$0.00	\$500.00
Misc. Tools & Equipment	\$3,000.00	\$2,723.28	\$276.72
Mortgage	\$49,000.00	\$49,484.49	-\$484.49
Mortgage Interest	\$95,000.00	\$93,870.27	\$1,129.73
Electricity	\$16,000.00	\$15,628.76	\$371.24
Oil	\$2,500.00	\$2,990.59	-\$490.59
Natural Gas	\$0.00	\$286.87	-\$286.87
Waste Management	\$1,000.00	\$1,025.62	-\$25.62
Water & Sewer	\$3,000.00	\$1,546.27	\$1,453.73

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<b>TOTAL OCCUPANCY EXPENSES</b>	<b>\$185,400.00</b>	<b>\$191,190.72</b>	<b>-\$5,790.72</b>
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**OTHER PERSONNEL EXPENSES**

Accounting Fees	\$2,500.00	\$1,437.50	\$1,062.50
Legal Fees	\$100.00	\$125.00	-\$25.00

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<b>TOTAL OTHER PERSONNEL</b>	<b>\$2,600.00</b>	<b>\$1,562.50</b>	<b>\$1,037.50</b>
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**PRODUCTION EXPENSES**

## General Production

Box Office	\$700.00	\$458.75	\$241.25
Construction	\$1,000.00	\$2,359.21	-\$1,359.21
Light and Sound	\$1,000.00	\$921.20	\$78.80
Misc. Expenses	\$6,000.00	\$4,974.21	\$1,025.79
Season Selection	\$200.00	\$22.15	\$177.85

## 2013-2014 Season

Into the Woods	\$0.00	\$1,023.29	-\$1,023.29
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## 2014-2015 Season

1-Cats PM	\$2,700.00	\$3,060.11	-\$360.11
1-Cats WP	\$2,350.00	\$2,450.23	-\$100.23
1-Cats License	\$0.00	\$690.43	-\$690.43
2-The Mousetrap License	\$2,160.00	\$2,160.00	\$0.00
2-The Mousetrap PM	\$2,000.00	\$853.27	\$1,146.73
2-The Mousetrap WP	\$2,200.00	\$1,558.09	\$641.91
3-Run for Your Wife License	\$1,740.00	\$1,740.00	\$0.00
3-Run for Your Wife PM	\$2,000.00	\$1,892.02	\$107.98
3-Run for Your Wife WP	\$2,200.00	\$1,795.76	\$404.24
4-The 39 Steps License	\$2,640.00	\$2,640.00	\$0.00
4-The 39 Steps PM	\$2,000.00	\$1,468.89	\$531.11
4-The 39 Steps WP	\$2,200.00	\$1,609.33	\$590.67
5-Guys and Dolls License	\$9,690.00	\$9,060.00	\$630.00
5-Guys and Dolls PM	\$4,500.00	\$4,206.42	\$293.58
5-Guys and Dolls WP	\$2,550.00	\$2,168.47	\$381.53

## Children's Theatre

CT1-Pirate Party	\$375.00	\$375.00	\$0.00
CT2-Toyland	\$500.00	\$500.00	\$0.00
CT3-William's Adventures	\$695.00	\$695.00	\$0.00
CT4-Happily Ever After	\$695.00	\$695.00	\$0.00
CT5-The Wright Brothers	\$375.00	\$425.00	-\$50.00

## 2015-2016 Season

1-City of Angels License	\$9,000.00	\$6,127.00	\$2,873.00
5-Rent License	\$0.00	\$2,110.00	-\$2,110.00

**TOTAL PRODUCTION EXPENSES**

<b>\$61,470.00</b>	<b>\$58,038.83</b>	<b>\$3,431.17</b>
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**PUBLICITY EXPENSES**

Advertising (Season/General)	\$3,000.00	\$700.50	\$2,299.50
Advertising 1-Cats	\$1,000.00	\$1,355.10	-\$355.10
Advertising 2-The Mousetrap	\$1,000.00	\$789.00	\$211.00
Advertising 3-Run for Your Wife	\$1,000.00	\$759.00	\$241.00
Advertising 4-The 39 Steps	\$1,000.00	\$746.57	\$253.43
Advertising 5-Guys and Dolls	\$1,000.00	\$733.11	\$266.89
Advertising Childrens Theatre	\$1,500.00	\$1,015.45	\$484.55
Advertising Special Events	\$2,500.00	\$1,838.64	\$661.36
Season Brochure Printing	\$4,530.00	\$4,556.82	-\$26.82
<b>TOTAL PUBLICITY EXPENSES</b>	<b>\$16,530.00</b>	<b>\$12,494.19</b>	<b>\$4,035.81</b>

**SPECIAL EVENTS EXPENSES**

Peter Pan-PM	\$1,500.00	\$2,841.49	-\$1,341.49
Peter Pan-WP	\$1,000.00	\$1,365.94	-\$365.94
Peter Pan-Flying	\$2,000.00	\$1,268.40	\$731.60
Bob Milne Concert	\$0.00	\$96.66	-\$96.66
Christmas Cabaret	\$1,200.00	\$1,425.38	-\$225.38
Heart and Music	\$1,200.00	\$960.20	\$239.80
Further Events (not held)	\$3,600.00	\$0.00	\$3,600.00
Oliver License and Production Advance	\$4,500.00	\$6,230.25	-\$1,730.25
<b>TOTAL SPECIAL EVENTS</b>	<b>\$15,000.00</b>	<b>\$14,188.32</b>	<b>\$811.68</b>

<b>TOTAL EXPENDITURES</b>	<b>\$328,500.00</b>	<b>\$323,865.88</b>	<b>\$4,634.12</b>
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**INCOME****CONTRIBUTED SUPPORT**

58th Season Miscellaneous Gifts	\$65,000.00	\$131,434.69	\$66,434.69
58th Season Subscription Gifts	\$5,000.00	\$4,585.00	-\$415.00
59th Season Subscription Gifts	\$29,500.00	\$28,860.00	-\$640.00

Local Government Grants

Williamsburg Area Arts Council	\$6,000.00	\$6,000.00	\$0.00
York County Arts Council	\$800.00	\$900.00	\$100.00
Nonprofit Grants	\$0.00	\$1,000.00	\$1,000.00
<b>TOTAL CONTRIBUTED SUPPORT</b>	<b>\$106,300.00</b>	<b>\$172,779.69</b>	<b>\$66,479.69</b>

**EARNED REVENUES**

Advertising--Playbill Ads	\$5,500.00	\$3,585.00	-\$1,915.00
Advertising--Show Sponsors	\$4,250.00	\$5,100.00	\$850.00
Concessions	\$6,500.00	\$8,821.64	\$2,321.64
Concessions-Alcohol	\$0.00	\$604.00	\$604.00
Gift Certificate Sales	\$100.00	\$0.00	-\$100.00
Interest Earned	\$0.00	\$120.74	\$120.74
Miscellaneous Revenue	\$100.00	\$0.00	-\$100.00
Rent Revenue	\$6,000.00	\$9,534.92	\$3,534.92
Season Subscriptions			
58th Season Subscriptions	\$15,000.00	\$21,690.00	\$6,690.00
59th Season Subscriptions	\$60,000.00	\$57,775.00	-\$2,225.00
CT Season Subscriptions	\$0.00	\$306.00	\$306.00
Production Ticket Sales			
1-Cats	\$19,000.00	\$42,646.00	\$23,646.00
2-The Mousetrap	\$10,500.00	\$17,755.00	\$7,255.00
3-Run for Your Wife	\$10,500.00	\$24,635.00	\$14,135.00
4-The 39 Steps	\$10,500.00	\$14,307.00	\$3,807.00
5-Guys and Dolls	\$19,000.00	\$27,580.00	\$8,580.00
Children's Theatre			
CT1-Pirate Party	\$750.00	\$161.00	-\$589.00
CT2-Toyland	\$750.00	\$980.00	\$230.00
CT3-Williams Adventures	\$750.00	\$455.00	-\$295.00
CT4-Happily Ever After	\$750.00	\$707.00	-\$43.00
CT5-Wright Brothers	\$750.00	\$315.00	-\$435.00
<b>TOTAL EARNED REVENUES</b>	<b>\$170,700.00</b>	<b>\$237,078.30</b>	<b>\$66,378.30</b>

**SPECIAL EVENTS/FUNDRAISING**

Peter Pan	\$18,000.00	\$21,659.00	\$3,659.00
Bob Milne Concert	\$0.00	\$1,775.00	\$1,775.00
Christmas Cabaret	\$5,000.00	\$6,774.00	\$1,774.00
Heart and Music	\$5,000.00	\$6,096.00	\$1,096.00
Other Special Events (not held)	\$15,000.00	\$0.00	-\$15,000.00
Oliver Pre-Sales	\$4,500.00	\$5,202.00	\$702.00
Targeted Donation Campaign	\$4,000.00	\$4,085.00	\$85.00

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<b>TOTAL SPECIAL EVENTS/FUNDRAISING</b>	<b>\$51,500.00</b>	<b>\$45,591.00</b>	<b>-\$5,909.00</b>
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<b>TOTAL INCOME</b>	<b>\$328,500.00</b>	<b>\$455,448.99</b>	<b>\$126,948.99</b>
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<b>TOTAL EXPENDITURES</b>	<b>\$328,500.00</b>	<b>\$323,865.88</b>	<b>\$4,634.12</b>
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<b>NET TOTALS</b>	<b>\$0.00</b>	<b>\$131,583.11</b>	<b>\$131,583.11</b>
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# **PROPOSED 2015-2016 REPORT**

## **NEIL HOLLANDS**

### **EXPENSES**

	<u>Last Year</u>	<u>2015-2016</u>
<b>ADMINISTRATIVE EXPENSES</b>		
Books, Subscriptions, Software	\$200	\$200
Membership Dues	\$1,400	\$1,400
Office Equipment	\$300	\$1,000
Office Supplies	\$1,000	\$800
Postage, Shipping & Delivery		
Bulk Mail Expense	\$1,000	\$1,200
General Mailing Expense	\$1,000	\$1,000
Post Office Fees	\$300	\$300
Telephone & Internet		
Telephone	\$1,600	\$1,400
Internet	\$1,000	\$1,300
<b>TOTAL ADMINISTRATIVE</b>	<b>\$7,800</b>	<b>\$8,600</b>
<b>HOSPITALITY EXPENSES</b>		
Annual Meeting	\$0	\$400
Concessions	\$3,500	\$3,000
Concessions-Alcohol	\$0	\$2,000
Gifts & Plaques	\$150	\$150
Premiere Openings		
Catering	\$2,250	\$2,500
Invitations	\$1,600	\$1,500
Supplies	\$400	\$250
Volunteer Development	\$600	\$1,200
<b>TOTAL HOSPITALITY</b>	<b>\$8,500</b>	<b>\$11,000</b>



**MISCELLANEOUS EXPENSES**

ArtsPeople Ticketing Fees	\$8,000	\$11,000
Authorize.Net Cred. Charges	\$400	\$400
Ches. Bank Cred. Charges	\$8,300	\$11,000
General Expenses	\$3,000	\$4,000
Insurance (Non-Employee)	\$4,500	\$5,000
Reserved Funds	\$5,000	\$5,000
Scholarship Awards	\$2,000	\$2,000

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**TOTAL MISCELLANEOUS****\$31,200**      **\$38,400****OCCUPANCY EXPENSES**

Alarm Monitoring	\$500	\$400
Grounds Maintenance	\$3,000	\$4,000
HVAC Maintenance	\$4,000	\$4,700
Janitorial Services	\$2,200	\$3,500
Maintenance Improvement & Repair	\$5,000	\$5,000
Maintenance Supplies	\$700	\$1,000
Pest Control	\$500	\$500
Misc. Tools & Equipment	\$3,000	\$3,000
Mortgage	\$49,000	\$52,500
Mortgage Interest	\$95,000	\$91,500
Electricity	\$16,000	\$16,500
Oil	\$2,500	\$0
Natural Gas	\$0	\$2,500
Waste Management	\$1,000	\$1,150
Water & Sewer	\$3,000	\$2,500

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**TOTAL OCCUPANCY EXPENSES****\$185,400**      **\$188,750**

**OTHER PERSONNEL EXPENSES**

Accounting Fees	\$2,500	\$2,200
Legal Fees	\$100	\$150

**TOTAL OTHER PERSONNEL**

<b>\$2,600</b>	<b>\$2,350</b>
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**PRODUCTION EXPENSES**

## General Production

Box Office	\$700	\$500
Construction	\$1,000	\$1,500
Light and Sound	\$1,000	\$2,400
Misc. Expenses	\$6,000	\$6,000
Season Selection	\$200	\$130

## 2015-2016 Season

1-City of Angels PM	\$2,700	\$5,000
1-City of Angels WP	\$2,350	\$3,000
1-City of Angels License	\$0	\$0
2-Amadeus License	\$2,160	\$2,100
2-Amadeus PM	\$2,000	\$2,500
2-Amadeus WP	\$2,200	\$2,700
3-Romantic Comedy License	\$1,740	\$2,100
3-Romantic Comedy PM	\$2,000	\$2,000
3-Romantic Comedy WP	\$2,200	\$2,500
4-The Front Page License	\$2,640	\$1,680
4-The Front Page PM	\$2,000	\$2,500
4-The Front Page WP	\$2,200	\$2,700
5-Rent License	\$9,690	\$8,000
5-Rent PM	\$4,500	\$5,000
5-Rent WP	\$2,550	\$3,000

## Children's Theatre

CT1-Christmas with Santa	\$375	\$795
CT2-Follow Me	\$500	\$350
CT3-Storybook Tales	\$695	\$795
CT4-no longer scheduled	\$695	\$0
CT5-no longer scheduled	\$375	\$0

2016-2017 Season

First Show License	\$9,000	\$9,000
Deposit on second musical license	\$0	\$2,000
<b>TOTAL PRODUCTION EXPENSES</b>	<b>\$61,470</b>	<b>\$68,250</b>

**PUBLICITY EXPENSES**

Advertising (Season/General)	\$3,000	\$2,000
Advertising 1-City of Angels	\$1,000	\$1,400
Advertising 2-Amadeus	\$1,000	\$1,400
Advertising 3-Romantic Comedy	\$1,000	\$1,400
Advertising 4-The Front Page	\$1,000	\$1,400
Advertising 5-Rent	\$1,000	\$1,400
Advertising Children's Theatre	\$1,500	\$1,200
Advertising Special Events	\$2,500	\$2,500
Season Brochure Printing	\$4,530	\$4,500
<b>TOTAL PUBLICITY EXPENSES</b>	<b>\$16,530</b>	<b>\$17,200</b>

**SPECIAL EVENTS EXPENSES**

Oliver-PM	\$1,500	\$3,000
Oliver-WP	\$1,000	\$1,500
Peter Pan-Flying	\$2,000	\$0
Event 1	\$1,200	\$1,200
Event 2	\$1,200	\$1,200
Event 3	\$1,200	\$1,200
Further Events (not held)	\$2,400	\$0
Summer Show License and Production Advance	\$4,500	\$5,500
<b>TOTAL SPECIAL EVENTS</b>	<b>\$15,000</b>	<b>\$13,600</b>

<b>TOTAL EXPENDITURES</b>	<b>\$328,500</b>	<b>\$348,150</b>
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**INCOME**

**CONTRIBUTED SUPPORT**

	59th Season Miscellaneous Gifts	\$65,000	\$70,000
	59th Season Subscription Gifts	\$5,000	\$5,000
	60th Season Subscription Gifts	\$29,500	\$29,500
Local Government Grants			
	Williamsburg Area Arts Council	\$6,000	\$7,000
	York County Arts Council	\$800	\$900
Nonprofit Grants		\$0	\$0

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<b>TOTAL CONTRIBUTED SUPPORT</b>	<b>\$106,300</b>	<b>\$112,400</b>
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**EARNED REVENUES**

	Advertising--Playbill Ads	\$5,500	\$5,500
	Advertising--Show Sponsors	\$4,250	\$4,250
	Concessions	\$6,500	\$5,050
	Concessions-Alcohol	\$0	\$2,250
	Gift Certificate Sales	\$100	\$100
	Miscellaneous Revenue	\$100	\$100
	Rent Revenue	\$6,000	\$8,500
Season Subscriptions			
	59th Season Subscriptions	\$15,000	\$21,000
	60th Season Subscriptions	\$60,000	\$60,000
Production Ticket Sales			
	1-City of Angels	\$19,000	\$22,000
	2-Amadeus	\$10,500	\$12,500
	3-Romantic Comedy	\$10,500	\$12,500
	4-The Front Page	\$10,500	\$12,500
	5-Rent	\$19,000	\$24,000

Children's Theatre

CT1-not scheduled	\$750	\$0
CT2-Christmas with Santa	\$750	\$1,000
CT3-Follow Me	\$750	\$750
CT4-Storybook Tales	\$750	\$750
CT5-not scheduled	\$750	\$0
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<b>TOTAL EARNED REVENUES</b>	<b>\$170,700</b>	<b>\$192,750</b>
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<b>SPECIAL EVENTS/FUNDRAISING</b>		
Oliver	\$18,000	\$19,500
Fundraising 1	\$5,000	\$5,000
Fundraising 2	\$5,000	\$5,000
Fundraising 3	\$5,000	\$5,000
Other Special Events (not scheduled)	\$10,000	\$0
Summer Show 2016 Presales	\$4,500	\$4,500
Targeted Donation Campaign	\$4,000	\$4,000
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<b>TOTAL SPECIAL EVENTS/FUNDRAISING</b>	<b>\$51,500</b>	<b>\$43,000</b>
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<b>TOTAL INCOME BUDGET</b>	<b>\$328,500</b>	<b>\$348,150</b>
<b>TOTAL EXPENDITURES BUDGET</b>	<b>\$328,500</b>	<b>\$348,150</b>