

River Campus Board of Managers Minutes

June 6th, 2025

Attendees	Danielle Poyner, Kenneth Haskin, Rhonda Weller-Stilson (via phone), Brad Koester, Sophia Han, Bruce Skinner
Guests	Jeff Luetkenhaus, Ellen Wood, Ellen Flentge, Sara Steffens
Location	River Campus Seminary, Conference Room (RCS305)
Minutes	Motion made by Kenneth Haskin and seconded by Bruce Skinner for approval of minutes from November 15 th , 2024, and March 21 st , 2025. Old minutes were reviewed and unanimously approved.

Danielle Poyner called the meeting to order, and introductions were made.

Agenda

- **Personnel Changes with Rhonda Weller-Stilson**-The Department of Art + Design will have an interim chair; the announcement will be made next week about who will be in that position. The interim position is 1 year and an internal chair. In Music, there is a new flute faculty, Dr. Heidi Keener. Dr. Tim Schmidt has resigned. Theatre and Dance is in the process of hiring two acting positions, replacing Kitt Lavoie and Roxanne Wellington. Mass Media has completed a search and will announce the name next week. Within the Holland College, Jeff Luetkenhaus moved to the technical director position for the Dobbins Conservatory. HCAM now has a position open for the Production Operations Manager. Ellen is the chair of this search committee. The closing is on the 15th for this search.
- **Summer Programs at the Museum with Ellen Flentge**-Ellen is the curator of education in the museum and one of the three staff members. A Quilt Exhibit currently hanging is called Quilts & Stitchery: Warmth, Art, and Design. In the History Gallery, there's a temporary exhibit for World War I and then an additional exhibit for World War II. Weekly on Mondays and Thursdays, Ellen will offer Mahjong, a tile-based game. On Tuesdays and Wednesdays, Ellen offers art classes such as pastels, drawings, oils, acrylics, and watercolors, for all levels. Friday is sewing that is called Stitch and Crisp. Ellen hires artists for a variety of workshops. There are also First Fridays. Refreshments are provided and are part of the downtown arts scene, where other venues are open. In addition, on the last Sunday of the month, the museum hosts the Single Cross Stitchers. This summer's show is Professor Benjie Hue in ceramics. The museum will host selections from the permanent collection and other favorites in the main gallery. Everything is a very nominal fee or free. Professor Emily Denlinger hosts a collage once a month on a Thursday evening.

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Additional workshops, which include pop-up activities, dip paintings, card making, make and take, jewelry making, and macrame. Ellen explained the primary ways to communicate to the public are mailing lists, social media, SEMO newswire, press releases, and radio. Gary is an outreach for getting news about these events out to the public.

- **Shows for the Next Season with Ellen Wood**-A hard copy draft of what will be going out to the end of June to the current season ticket holders for renewal was passed out at the meeting. This will also be going out via email. We have about double the number of free events compared to last year. Ellen highlighted some of the events, Pops in the Park!, Percussion's Trick or Treat Movie Night featuring Tim Burton's *The Nightmare Before Christmas* and Pluckophony Series, to name a few.
- **Season Ticket Information with Ellen Wood**-The season ticket packages have the same basic structure. Theatre and Dance have *Legally Blonde* and *Grease* as a part of their exciting lineup. Dr. Hopkins has four great symphonies; Dr. Goeke's production in January will be a double feature. Also, there's *Big Band Holiday Jukebox and Winter Dance Collection*. The Music department is including the symphony in all their billboard advertisements. Overall sales were down a little bit quantity-wise, but gross is up about 5%. Renewals are up first, then season tickets will follow via email the first part of July. Ellen will send Dr. Haskins playbill ads and pricing.
- **HCAM Newsletter Updates with Ellen Wood**-HCAM Newsletter will still happen over the summer, monthly. This next one will include season ticket information.
- **Season Calendar Planning with Jeff Luetkenhaus**-Jeff informed everyone of the structure and how the planning of the season calendar works. There are many moving parts, which include University considerations and River Campus departments, when developing the season calendar. Department heads, Nikki Evans, and Jeff usually meet in late fall/early spring to talk about the following season. We don't know specifics of shows, but we try to narrow down the dates. Nikki is currently entering the public performances in the venues into EMS, which is the University's scheduling software. Once Nikki has completed this, Jeff enters the information for rehearsals and set-ups that happen in between public performances. Jeff explained that many factors and activities happen between shows amongst the departments for shared spaces. These actions include, but are not limited to, load-ins, hanging lights, sound checks, bringing in scenery, cue-to-cue, rehearsals, etc. In the event we have performances booked on the same night, the River Campus only has 1 set of dressing rooms. This causes negotiations

between the departments on who gets access to the rooms. The performance venues are shared spaces between the performing departments.

- **River Campus Mission with Board of Managers**-The River Campus is home to the Holland College of Arts and Media, a world-class entertainment and education venue. The River Campus is the only campus dedicated solely to art, dance, music, and theatre in Missouri. Unlike many universities that house these disciplines in facilities across campus, Southeast provides a unique opportunity for artists of all talents to spend time and create together.

Discussion

Danielle shared Lauren Jones' proposal. Once the production calendar is complete, Nikki Evans will reach out with available dates.

The next meeting was set for September 5th, 2025.

Motion made by Danielle Poyner to adjourn, seconded by Kenneth Haskin. The meeting adjourned at 1:07 PM.