



Community Center for the Performing Arts

Executive Director Updates

Feb-March 2024

Deb Maher

Update Spring Projects!

Raise the Roof Campaign!

We have identified potential contractors and will have the Request for Proposals completed soon.

Streetlamp Project

Eric and I met with the City Permits staff last week and now have a clear understanding of all of the required steps to get the project restarted. Eric is following up on the details so that bids can be sent out. The contractor will have to retrieve two streetlamps up Bailey Hill Road and refurbish them so they can be reset at intervals approved by the City. This project should go out to bid in April.

Concession Kiosk

Jerry's provided a \$500 gift certificate toward the cost of materials and we were able to reduce the cost of materials. The students now have all the materials in their woodworking shop and will begin construction next week, after finals.

Going Digital!

We are moving to a digital version of NOTES. Our publication primarily contains information about our upcoming shows and some organizational information. We know people have loved seeing NOTES in printed form, but it has become too expensive, and it does not provide timely information. Often show information is out of date by the time you receive it, shows may have been cancelled and new ones added.

For the past two months you have received show information telling you about our upcoming shows delivered right to your inbox. This has enabled you to purchase tickets online and to mark your calendar so you can attend upcoming shows. In addition, you will receive regular updates from me on organizational happenings via your inbox.

All corrections to the membership mailing list have been made and are updated so anyone that is a current member will receive digital show announcements and regular updates from me.



Community Center for the Performing Arts

Staffing Changes: Comings and Goings

We want to welcome **Faiire Platt as a booking assistant** for Skyeler Williams, our Booking Manager. She will keep up with all the inquiries and ensure all administrative documents are organized and filed so that our settlement process is even more streamlined.

We also welcome **Anne Elise Moss as our new IT Specialist/Data Manager**. She will ensure our Volunteer Database is accurate and serve as our IT administrator and on occasion assist in office support.

Anne Elise Moss will replace **Henry Weber who has taken a position in Portland as an IT Technician and Administrator for a national firm**. Henry upgraded our IT capabilities while serving as our IT Specialist. His contributions include WiFi installed throughout the WOW Hall, 15 security cameras installed, database management support, a local back-up server enabling us to automatically save our data in addition to our cloud service and he has served as our in-house troubleshooter when we had IT difficulties. We wish Henry all the best in his new position and are happy that he will continue to be available for evening consultations if we need him. needed.

We offer gratitude to Lake Taylor, our Volunteer Coordinator, as she moves on to other opportunities. She has built our volunteer base, maintained ongoing communication with our volunteers, provided appreciation activities and supported community tabling activities. In addition, she successfully implemented our online sign-up capabilities to expediate volunteer support of our shows. We will build on the foundation she has created as we move forward with an interview process to find a new Volunteer Coordinator, who will start in mid to late April.

We also express appreciation for the contributions Kayla Krueger, our Publicist, has made to help upgrade our digital capabilities. She became adept at providing real time show information to the public and our members. This capability has enabled us to increase our ticket sales, document how many emails are opened and what shows made need additional marketing. In addition, she has applied her artistic talents to creating show posters and our new brochure. She has taken on the role of developing and overseeing the publication of the printed version of NOTES and now is helping us transition to the digital version. We will build on our enhanced media sophistication with a new Marketing Coordinator which we hope will start in mid to late April. We wish Kayla all the best as she graduates from the U of O this Spring and moves on to new opportunities.

We are now taking applications for Volunteer Coordinator and Marketing Coordinator. Please tell folks you may think are interested and qualified to apply and to check our website for details.



Community Center for the Performing Arts

Our Shows!

We continue to grow the number of shows we are producing, with a big shout out to Skyeler Williams our Booking Manger. Between February and April, we have a total of 43 shows booked and likely will have more throughout the Spring. We continue to bring culturally diverse artists and more music genres to the WOW Hall so that we cultivate an expanded audience. Please check our website for all the shows and buy tickets! www.wowhall.org

We welcome the Oregon Cultural Trust

By the time you receive this edition of NOTES we will have hosted Funders Conversations presented by the Oregon Cultural Trust on Wednesday March 27th. This is the second year that the WOW Hall hosts over 200 Lane County Arts and Cultural organizations to participate in discussions with funders. This event is open to all cultural and arts organizations in Lane County.

Participation in the National Dance Week Kick-off

We will participate in a Kick-Off event sponsored by the City at the Farmers Pavilion on April 19th from 5:00 to 8:00 P.M. Drop by and learn about all the activities that will be happening.

See you on ZOOM at our board meeting!

Monday March 18, 2024

ZoomLink:<https://us06web.zoom.us/j/91944699744?pwd=STILUzV4S1RVtmJXR1pTGtrS3pyZz09>

The Zoom link is also posted on the website: www.wowhall.org