



## MEMBERSHIP MEETING PT. 2 SEPTEMBER 8

The Community Center for the Performing Arts hosts a general Membership Meeting on Tuesday, September 8, beginning at 6:30 pm via Zoom. Admission begins at 5:30.

Members called for a recess of the Annual Membership Meeting on August 9. Members approved a Policy Statement and a Budget for the 2020-21 fiscal year. Unfinished business includes nominations and a vote for the CCPA board of direc-

tors. Members wished to reconvene within 30 days.

Eight board positions are available. Five will be for two years and three will be one year. To be eligible to serve on the board, a person must be a CCPA member 30 days prior to the meeting.

The CCPA is planning for a fair, open, transparent and auditable election.

Log-in instructions will be at [www.wowhall.org](http://www.wowhall.org). ★

## CCPA MEMBERSHIP MEETING AGENDA

TUESDAY, SEPTEMBER 8, 2020

Meeting will be held on Zoom. Login instructions to be posted at [www.wowhall.org](http://www.wowhall.org). Admission begins at 5:30 p.m.

- I. Call to Order 6:30 p.m.
- II. Welcome and Introductions
- III. Ground Rules
- IV. Nominations for Board of Directors\*
  - a. Board Member Nomination and Acceptance
  - b. Nominee statement & questions
- V. Break/Caucus – ballot formation
- VI. Ballot Distribution – Vote\*\*
- VII. Break/Votes Talled
- VIII. Introduction of New Board
- IX. Adjourn

\*A person must have been a CCPA member for 30 days to run for the board.

\*\*A person must be present in the Zoom room at the time of the vote.

## 2020 MEMBERSHIP MEETING REPORT

The Community Center for the Performing Arts began the WOW Hall Annual Membership Meeting on Sunday, August 9, at 3:00 pm.

It was a virtual meeting held on Zoom. Approximately 150 members were present. The meeting ran much longer than expected and, after about four hours, members voted to recess.

Board Chair Robyn Kelly welcomed the membership and introduced the rest of the current board - Dan Nathan, Janelle Krinsky, John Henry Weber, Sam Harmon, Melissa Swan and Tom Wilt. She also thanked the board members who have departed - Mike DeLuise, Amy Sherwood, Kathleen Blair and Terri Wilson.

### COMMITTEE REPORTS

Bob Fennessy gave reports for three committees. Eric Herz gave the Facilities report.

#### Fundraising/Education Committee Report 2019-2020

Last spring CCPA Treasurer Amy Sherwood, after attending many grant writing workshops, submitted a proposal to Lane Arts Council who awarded us \$10,000 in funding over two years (contingent on this year's report). Last August she got us on the schedule for Oakshire Inspires and was in the process of writing a grant for GM funding.

This year we held a Rummage Sale fundraiser in conjunction with Eugene Sunday Streets. Special thanks to everyone who donated, especially Charles Peters for the live plants, and to board members Kate Blair and Robyn Kelly for staffing the box office almost the entire two days.

When COVID forced the Hall to shut down in March, the Fundraising Committee organized a mass mailing appeal with a simple graphic message. The response from our members was tremendous. That, coupled with an improved response to appeals for memberships and renewals, gave us a contributed income \$23,000 over budget.

Following the passage of the CARES Act, board members contacted our bank. Even though they acted the first day, the money was already gone. So when bank notified them that we could receive money from the second round, they knew they had to act fast. I think now most of us see that was a wise and brave thing for them to do. Thanks to their courage, the CCPA has an additional \$50,000 in the bank.

#### Staff Support Committee (formerly Personnel) 2019-2020

The Staff Support Committee spent a lot of time filling the book-keeper position. The committee went through three rounds of hiring interviews before Barbara finally found us. Special

thanks to Melissa Swan, who stuck with us long enough to train three replacements.

#### Programming & Publicity Committee (formerly Programming) 2019-2020

This committee took on a dual purpose this year because Bob says you can never do too much publicity and everyone should consider themselves part of the publicity crew.

There was great interest this year in daytime programming. The CCPA created a daytime fee schedule (see below) and Paul Deering had begun to schedule daytime events for April when you know what happened.

#### WOW Hall Daytime class rental rates:

One-half the normal hourly rate for educational events scheduled between noon and 4:00 pm (\$25/hour) plus \$1 per student.

Incubator rate: \$5 per student – once there are more than six students the regular rates apply.

Room left as found. No use of WOW Hall sound system.

Classes can be bumped by the WOW Hall as needed (no free class). Summer camps take precedent.

WOW Hall can provide publicity on our website, WOW Hall Notes and weekly per email.

#### Facilities Committee Report 2019-2020

##### Sewer Line Repair

We reached out to Ed Reynolds who is the Sub-Surface Lead for Eugene Public Works and got the WOW Hall on their list to repair our sewer line. Currently there are two areas where tree roots invade the pipe and have caused major back-ups in past years. The city will repair these trouble areas for free.

#### Streetlamp Project

In June of 2018, a large semi-truck making a right turn at 8th and Lincoln accidentally ran over one of our streetlamps due to its close proximity to the corner of the intersection. Fortunately, this was witnessed by staff and caught on camera, and the trucking insurance company awarded the CCPA \$52,654.33. From this fund, our goal is to repair the damaged streetlamp and reinstall it along with two other lamps currently in storage.

After an error in the plans was discovered regarding the footings, the concrete estimates for the current project went from \$31,259 down to \$14,410. The current total estimates to repair and reinstall the damaged lamp plus refurbish and install the final two is \$31,028.25. That will leave us \$20,768.90 out of the current fund of \$51,797.15.

#### Ongoing Interior Restoration Project

Work has been done to repair damage sustained over time to the wooden trim surrounding the door between the Green Room and the Foyer. A skilled worker did an amazing job.

#### BottleDrop Nonprofit Account

The Facilities Committee began an ongoing fundraising campaign in March where participants can fill blue BottleDrop bags with returnable bottles and cans and drop them off at any BottleDrop location. Empty bags were made available for pick-up in our Ticket Office. The proceeds go straight to the WOW Hall/CCPA. So far we have received \$263.

### STAFF INTRODUCTION

Robyn paid homage to the 2020 CCPA staff members. Almost all are currently on furlough due to the Hall being closed, but many submitted a report anyway.

### STAFF REPORTS

#### Concessions – Angela Lees

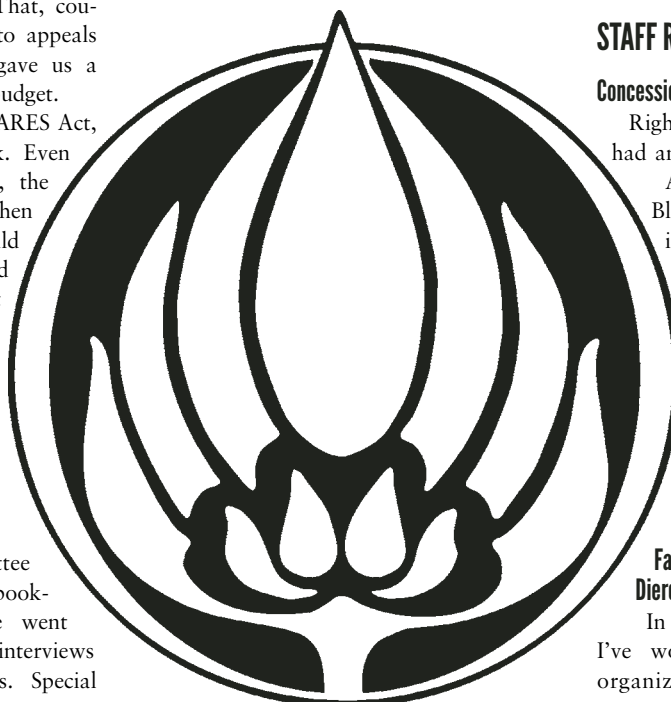
Right up until the closure the beer garden had an amazing staff.

After the closure House Manager Blake organized a sale of the remaining inventory that was completely contact free. Patrons could order online and their order was scheduled and ready for pick up. We did this two weekends and recouped a total of \$1000.

The beer garden staff lost a former coworker and friend on July 7th. Tommy Waggoner will be missed and always remembered as a true friend of the WOW Hall.

#### Facilities – Eric Herz (manager) & David Diercks (custodian)

In the past year as Facilities Manager, I've worked with numerous contractors, organizations and



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Performing Arts  
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RETURN SERVICE REQUESTED

# THIS IS HOW WE VOTED (NOT)

On Thurs., August 6, Tim Hicks and Dean Middleton reviewed the agenda with Bob Fennessy, Membership Coordinator. Also in attendance: Barbara Bochnovic, Steve Berkson, Chico Schwall, David Zupan and Janelle Krinsky. Steve Berkson arranged a demo of EZVote on Friday, August 7.

## Ongoing Issues:

1. The degree to which persons that declared their intent to run for the board should be involved in the administration of the vote.
2. The practicality of EZVote – an online voting service- given that CCPA’s membership database does not include email addresses.

Plans were worked out for all the votes on the agenda. None relied exclusively on EZVote. For the election, Bob proposed a “roll call vote” – with each member present stating their choices. The votes would be written down by at least 2 people to ensure accuracy. Options were in place – a ZOOM Room, text, email or phone call – should a member request privacy.

To use EZVote, CCPA would have to import into the system a “list of eligible voters” via a spreadsheet. It could not be prepared in advance, as eligibility to vote depends on attendance. Barbara managed the EZVote login credentials to restrict access until they needed it.

*“I was expecting to upload those members so vetted just prior to the ballots going out. As someone with experience in elections, I was planning a specific protocol to review, confirm, and double check that data,” states Barbara. “A single person doing data entry in the EZVote system did not meet my standards.”*

Based on Heather Kent’s promise to email the spreadsheet to her, Barbara Bochnovic gave Heather Kent the password to the email account: [vote@wowhall.org](mailto:vote@wowhall.org)

At around 4:00, Google, which hosts CCPA emails through their G-Suite free for non-profits program, disabled the [vote@wowhall.org](mailto:vote@wowhall.org) account for violating their policies. Google restored access around 6 pm. By 7, Eric Herz was able to download the 142 names and emails of people who had sent their “preferred email for voting” to that address. 116 were members eligible to vote, having been so noted on the attendance sheet.

## Post-Meeting testing and review

On August 10<sup>th</sup>, Dean Middleton, ZOOM Host, sent Barbara Bochnovic a download of the ZOOM participant list: a log of 476 entries.

Bob and Barbara reviewed the handwritten Attendance List and the ZOOM download. They confirmed that 161 members attended and would have been eligible to vote. Of the 161 eligible voters, 116 were among the 142 people who had sent an email to [vote@wowhall.org](mailto:vote@wowhall.org).

Using the EZVote system, a “fun” practice ballot, “The Best of WOW Hall,” was sent to the 116 members; 47 successfully voted.

Feedback included Email going to spam and “promotion” folders. Weak/slow internet made it difficult to complete the vote. Barbara also tested the degree to which a “EZVote Manager” could manipulate the election results. In the originally proposed use of EZVote Online, only Stephen Berkson and Heather Kent would have had these capacities at the Membership Meeting.

## Key takeaways for September 8th

The vote for members of the board should be by “role call” with each member given the opportunity to state how they would like to vote.

- each member called by order on the attendance sheet
- given the option of how their vote will be recorded (public or confidential via email, text, phone, or ZOOM Room)

Roll call ensures that a member is present and is indeed participating in the meeting via 2-way communication.

Individual ballots will be confidential but not private. The record of how each voter voted ensures that a post-election audit can be conducted should one be required. ★

## WOW HALL NOTES

The Community Center for the Performing Arts is located in the Historic Woodmen of the World Hall, 291 W 8th, Eugene, OR, 97401. (541)687-2746. [info@wowhall.org](mailto:info@wowhall.org) wowhall.org. Box office hours Mon-Fri Noon-6:00 PM. Printed monthly by Western Oregon Webpress, Circulation 3,200 General Support made possible by a grant from Lane Arts Council with support from City of Eugene Cultural Services Division. Copyright 2020 All rights reserved

**Notes Staff:**  
Copy Editor & Advertising Representative - Bob Fennessy  
Layout & Design - James Bateman

**CCPA Staff:**  
Membership Coordinator & Publicist - Bob Fennessy  
Programming Manager - Lori Hawley  
Stage Manager - Justin Showker

**Asst Stage Managers** - Davis Koier, Ed Kashin, Robert Chappel, Ronald Perko  
**Office Manager** - Danette Lamson  
**Bookkeeper** - Barbara Bochnovic  
**House Manager** - Blake Boxer  
**Concessions Manager** - Angela Lees  
**Concessions Staff** - Marleena Pearson, Billy Ashe, Kambra Morris-Mitzner  
**Custodian** - Dave Diercks, Eric Herz  
**Volunteer Staff** - Charles Peters  
**Poster Distribution** - WOW Hall Poster Crew

**CCPA Board of Directors**  
**Chair** - Robyn Kelly  
**Vice Chair** - Sam Harmon  
**Secretary** - Kathleen Blair  
**Treasurer** - Melissa Swan  
**Members** - Janelle Krinsky, Dan Nathan, John Henry Weber, Tom Witt

# 2020 ANNUAL MEMBERSHIP MEETING FROM PAGE 1

government agencies to help preserve and maintain the WOW Hall. I’ve attended meetings of the Downtown Neighborhood Association (DNA), Central Eugene In Motion, and the Eugene Historic Review Board. The DNA provides an opportunity for us to get to know our Downtown neighbors (both business and residential) and address developments and concerns regarding Downtown issues. Central Eugene In Motion has been collecting input from the community regarding the future of transportation in Downtown Eugene. There is a plan to convert 8th Ave. from a one-way to a two-way in phases over the next couple of years. I’ve received assurances from Eugene

Public Works Transportation Planner Reed Dunbar that the city’s intention is to keep the curbs and sidewalk in front of the WOW Hall intact.

In addition to the general upkeep of the building such as garbage and graffiti removal, landscape watering, and cleaning, maintenance projects have included:

- Urinal flush valve replacement
- Bathroom sink water supply valve replacement
- Drinking fountain repair
- Soil amendments to shrubs and trees per the recommendation of Urban Forestry
- Additional plantings along Lincoln Street
- Upgrades to lighting (80% of

fixtures in the building now have low-energy LED or CFL bulbs)

- Repainting the front of the side ramp gate
  - Replacement of broken dimmer switches
  - Repair of broken basement window and damaged front door
  - Increased cleaning routines of the floors
- Other jobs have included:
- Working with Crime Prevention Specialist Janina Rager in identifying and mitigating potential crime and safety issues around the building
  - Acquisition of a free commercial-grade vacuum cleaner (thank you Dave Diercks for this find!)
  - Drawing up building plans

## Community Center for the Performing Arts

Presented to the Annual Membership Meeting on August 9, 2020



## Revenue & Expenses July 1, 2019 – June 30, 2020

	Jul '19 – June 30, 20	Budget	\$ Over Budget	% of Budget
<b>Revenue</b>				
<b>Contributed Income</b>				
Grants	9,950	6,000	3,950	166%
Memberships	40,193	32,000	8,193	126%
Sponsorship/Fundraising	17,803	6,220	11,583	286%
Anonymous Donations	322	1,008	-686	32%
<b>Total Contributed Income</b>	<b>66,268</b>	<b>45,228</b>	<b>23,040</b>	<b>151%</b>
<b>Earned Income</b>				
Classes	34,248	42,000	-7,752	82%
Concessions- Basement	48,182	91,250	-43,068	53%
Concessions-Upstairs/Merch	3,200	2,665	535	120%
Newsletter Ads	1,555	2,700	-1,145	58%
Poster Service	4,623	6,800	-2,177	68%
Rentals	54,891	65,000	-10,109	84%
Service Charges	9,843	18,250	-8,408	54%
Ticket Sales	159,678	300,000	-140,322	53%
Earned TicketWeb Commit	11,667	11,667	0	100%
Earned Income - Other	2,087	2,500	-413	83%
<b>Total Earned Income</b>	<b>329,973</b>	<b>542,832</b>	<b>-212,859</b>	<b>61%</b>
<b>Total Revenue</b>	<b>398,240</b>	<b>588,060</b>	<b>-189,820</b>	<b>68%</b>
<b>Expense</b>				
Cash on Hand (short, over)	307	0.00	307	100%
Bank Service Charges	4,159	6,000	-1,841	69%
Interest Expense	202	200	2	101%
<b>Operating Expense:</b>				
Automobile Expense	0	600	-600	0%
Building Maintenance & Repairs	4,542	6,620	-2,078	69%
Community Outreach	53	500	-447	11%
Concessions Basement Expense	19,484	36,500	-17,016	53%
Graphic Designer	3,057	6,000.00	-2,943	51%
Insurance	11,116	13,400	-2,284	83%
Janitorial Supplies	3,700	3,828	-128	97%
Licenses & Dues	1,532	575	957	266%
Merchandise Expense	471	0	471	100%
Office Equipment	150	1,000	-850	15%
Office Supplies	2,490	2,700	-210	92%
Postage and Delivery	3,077	3,000	77	103%
Printing	6,487	9,850	-3,363	66%
Professional Fees	640	630	10	102%
Utilities	16,171	18,049	-1,878	90%
<b>Total Operating Expense</b>	<b>72,970</b>	<b>103,252</b>	<b>-30,282</b>	<b>71%</b>
<b>Payroll Expenses</b>	<b>169,504</b>	<b>215,000</b>	<b>-45,496</b>	<b>79%</b>
<b>Production Expenses</b>				
Advertising	14,091	30,218	-16,127	47%
Artist Hospitality	8,915	18,000	-9,085	50%
Artist Fees	82,337	165,000	-82,663	50%
Class Instructor Fee	18,204	19,000	797	96%
Contractors- Production	14,509	7,300	7,209	199%
Equipment & Supplies	3,152	12,070	-2,509	14%
<b>Total Production Expenses</b>	<b>141,208</b>	<b>251,588</b>	<b>-110,380</b>	<b>56%</b>
<b>Total Expense</b>	<b>388,632</b>	<b>578,040</b>	<b>-189,408</b>	<b>67%</b>
<b>Net Gain</b>	<b>9,608</b>	<b>10,020</b>	<b>-412</b>	<b>96%</b>
<b>Net Other Income</b>	<b>-10,011</b>	<b>-10,020</b>	<b>9</b>	<b>100%</b>
<b>TOTAL NET LOSS</b>	<b>-403</b>	<b>0</b>	<b>-403</b>	<b>100%</b>

MENTION WOW HALL AT SEQUENTIAL BIOFUELS AND WOW WILL RECEIVE 5¢ FOR EVERY GALLON AND 5% ON RETAIL PURCHASES.



using 3D computer modeling software for use in current and future projects

- Keeping spending within the 2019-2020 Building Maintenance Budget

I would like to thank my assistant Dave Diercks for all he's done in helping maintain and preserve the building. It's not an easy job, but as a team we make it work and I couldn't do it without him. I would also like to thank the members of the out-going Board. You've helped us immeasurably by providing a safe space for us to not only perform our jobs, but to discover our true potential.

#### House Manager – Blake Boxer

Since COVID has made it so there are no events to manage, my area report is much smaller than I had hoped it would be when I set my goals of what to accomplish for the WOW Hall last year. However, there are still some good things to report:

1. In working with the IVC (Independent Venues Coalition) I was able to help secure funding for the WOW Hall from the state Venue Relief Funds of about \$10,900/month for the next seven months. This is ample money to keep the WOW Hall from incurring debt during its shut down.

2. Before the closure the board had sanctioned the return of the Management Committee and I had been working on that team. Our goals were to update HR policies and strengthen the communication between the staff and board. We accomplished some of this but had much more to accomplish.

3. The shows themselves were running pretty smooth. We received many compliments from touring bands -- that our team was easy to work with and that they had a great experience performing at the WOW Hall over other venues.

#### Membership Coordinator & Publicist – Bob Fennessy

I can't possibly say enough good things about the members who have supported us through the COVID crisis. Sadly, I doubt that we can reward them with a Membership Party this year. Last year we enjoyed Dan Mahoney, Gumbo Groove, The Muddy Souls and Cap'nTrips plays Dylan, plus 84 businesses donated food, beverages, flowers, decorations and gift certificates. Please support the businesses that support the WOW Hall.

Thank you to Hal Hermanson and the KLCC crew for the donation of all the records left after the Brewfest. We began selling them during office hours and netted about \$1500 before the shutdown. There are plenty of records left to sell when we eventually reopen. Plus this could be an annual fundraiser. Special thanks to John Perrine, lately of Portland, for the donation of his CD collection, and to Tom Wilt for marketing them for us on his website.

At every WOW Hall Volunteer Orientation, I tell the new recruits just how important they are to me get the word out about our events. Word of mouth is still the most effective form of publicity. I also ask them to tell others that the WOW Hall is a nonprofit organization that is worthy of their support.

If you heard you had a friend in trouble, you'd ask them, "What can do to help?" That's what a friend is supposed to do; am I correct? You can probably understand how it

hurts, then, to have people – some I've known 30 years or more – organize opposition to our board and staff and call themselves "friends". Friends don't threaten or try to intimidate, do they?

It goes without saying that my job is to promote a positive image of the CCPA/WOW Hall. I'm sure a lot of nonprofits have financial problems and internal disagreements, but I don't see their members slamming their organizations in the press with misleading editorials.

I believe that a board member must first and foremost be a positive booster of the organization. Second, they should be willing to give a substantial amount of money (substantial depends on circumstances; usually defined as "More than a token, less than a sacrifice."). I feel very strongly that people who have threatened legal action against the previous board should not be rewarded for that behavior by being elected. It sets a very bad precedent.

#### Office Manager/Poster Distribution – Danette Lamson

It has been rough to be away from a job I love so much. Looking back on last year, it was a great year before the shutdown. Concert scheduling was moving forward with many popular shows that generated enthusiasm amongst our customers, especially young patrons from high school and middle school. Their enthusiasm for the WOW Hall and what our programming has to offer is quite refreshing and stimulating.

It's fun to sell tickets to someone (or a group) experiencing the WOW Hall for the first time. It's also an opportunity to solicit another generation of volunteers. Working with local musicians is also very rewarding.

I would say the accomplishment I am most proud of was re-arranging the office. I created workstations and developed an ergonomic flow in the office. Extreme thanks to Eric Herz and David Diercks for moving heavy stuff and hanging things quickly and cheerfully. Laurels to board members Mike DeLuise and Amy Sherwood for finding and negotiating a new copier contract, saving us @\$500 a year.

Working with Bob Fennessy on various mailings and projects and having him as a friend and a mentor in the office is always a great gift. One of my favorite daily activities has been seeing how much money he fundraised the prior evening. Bob is a treasure.

Norm Kevern, my poster distribution assistant, and I walked through neighborhoods soliciting new distribution sites for posters -- adding several new sites and a Springfield route. Thank you Norm.

It was hard to lose our longtime bookkeeper Melissa Swan, but I was quite happy to be a part of the committee that hired Barbara Bochnovic. I admire her conscientiousness and attention to detail, not to mention going above and beyond in regards to unemployment filing when staff were furloughed.

Shout out to Lori Hawley and Blake Boxer – two smart strong women who put a great deal of love and energy into the CCPA. It has been sweet to work in an environment where women are not in the minority and whose voices are heard. Lori always pushed me to work harder and do better, while also having fun. I enjoyed working with her and we will be hard put to find another with as much dedication and

vision.

#### Programming Manager – Lori Hawley

Here's what the WOW Hall's Calendar of Upcoming Events looked like at the time of the shutdown:

- 3/13 – QUIX, Sumthin, Sitka, KELLALIT (rental/EDM)
- 3/14 – Jam Into the Dead III: Celebrating Phil's 80th Birthday - Help On The Way, Brothers Jam (Jam Rock) S
- 3/15 – Eugene LIVE!: Critical Shakes, Yuvees, The Shaky Harlots (Rock)
- 3/18 – Brent Faiyaz, GRIP (R&B) (SOLD OUT)
- 3/19 – Steve Hofstetter (rental/Comedy)
- 3/20 – Sweater For An Astronaut EP Release Party, Only Nightmares, New World Sinner, Othrys (Metal)
- 3/25 – Full Moonalice: The Time Has Come Revue: Moonalice, T Sisters, The New Chambers Brothers (Rock/Soul)
- 3/28 – Leilani Wolfgramm (Reggae)
- 3/30 – Wax Motif, PVRCH, Katz, Bahari (rental/EDM)
- 4/2 – of Montreal, Locate S, 1 (rental/Rock)
- 4/3 – Lane Arts Council presents Design Arts Apprenticeship Program Showcase
- 4/4 – Super City (Pop Rock)
- 4/10 & 11 – The Experience (rental/Art & Music Fair)
- 4/12 – Kolohe Kai (Hawaiian)
- 4/14 – Leftover Crack, The Casualties, Grade 2 (Punk Rock)
- 4/17 – Itchy Fest 5: The Atharchists, DJ TW Frisco, Breakneck Flow, ICED, Danny Dies, Bible Reader, The Procrastinators (Metal)
- 4/19 – Devin The Dude (rental/Hip-Hop)
- 4/23 – Full Access Benefit
- 4/24 – "Dub Factory": DNSTR B2B Glenny, WVBB, Dr. Ops, Dominion (rental/EDM)
- 4/30 – Pardison Fontaine (rental/Hip-Hop) Saturday, May 2 - That 1 Guy (Magic Pipe)
- 5/6 – TV Girl, Jordana (rock)
- 5/8 – Live Move & City of Eugene rental
- 5/9 – Willamette Valley Old-Time Social (rental)
- 5/16 – Chiddy Bang (rental/Hip-Hop)
- 5/17 – Mike Love & The Full Circle, Dub Inc. (Roots)
- 5/23 – Zoltan Kaszas (Comedy)
- 5/27 – Fred Armison, Charlyne Yi, Kate Teague (Comedy)

6/4 – Slow Magic, Duskus (EDM)  
7/27-31 & 8/10-14 – Music's Edge Summer Rock Camp

#### EDUCATIONAL OPPORTUNITIES

Music's Edge Rock Camps (two camps led by Tim McLaughlin) - Bass Camp (Electronic Music Camp led by Olive Delsol) -

- Girls Circus Summer Camp
- Student Internships
- Dance Empowered with Cynthia Valentine (3x/week) -Coalescence Community Dance (2X/week)
- Monthly WOW Hall Volunteer Orientation
- Network Charter School Talent Show
- Music Production for Humans

#### COMMUNITY PARTNERS

- Abortion Access Front
- Cascadia Quest
- Cascadia Wildlands
- City of Eugene Sunday Streets
- Free People
- Hult Center for the Performing Arts
- KLCC · KNRQ · KRVM · KWVA
- Lane Arts Council
- Mud City Old-Time Society
- Oregon Country Fair/KOCF
- UO Music Dept.

#### FINANCIAL REPORTS

The Financial Report was presented by the CCPA's longtime bookkeeper Melissa Swan. Our current bookkeeper, Barbara Bochnovic, took over the job in late 2019.

For the fiscal year beginning July 1, 2019 and ending June 30, 2020, the CCPA's contributed income (grants, memberships and other fundraising) was up \$23,040 from budget (151%). That was pretty amazing. When the Hall closed down, the membership rallied.

Earned income is down, which is expected since we lost 30% of the fiscal year. While rentals did well at 84% of budget, concessions, service charges and ticket sales were all down about 50%. Altogether the Hall brought in \$329,973 in earned income, which was down quite a bit from what was budgeted.

#### Revenue & Expenses July 1, 2019 – June 30, 2020

The next area covers our expenses. Even when the Hall is closed, a lot of these expenses continue. Most were close to budget. Down are purchases for concessions, graphic designer, and printing of posters and WOW Hall Notes. Insurance is down but still a huge expense.

Payroll expenses are down quite a bit, as are production expenses. There was a net loss for the year of \$403 after factoring in equipment depreciation of \$10,011.

The next page is our balance sheet. It shows we have unearned funds from the previous fiscal year that are not being recognized as income. One of the main sources would be the PPP funds that were received from the Small Business Association. Those funds are being held in a bank account and they are not being recognized as revenue until the Hall applies for forgiveness and we are told those funds do not have to be repaid. Then those funds will be recognized as other income and what is not forgiven will be returned.

We are continuing on with expenses as they occur – paying them out of the general fund – a lot of which came from recent donations from members. Once we apply for forgiveness we can then repay the Hall's operations fund with those PPP funds.

#### PUBLIC INPUT

The agenda allocated 30 minutes for public input, but so many people had something to say that, even at two minutes each, it required over an hour to go through the queue.

To watch or listen to the full meeting, go to [www.wowhall.com/annual-meeting](http://www.wowhall.com/annual-meeting).

#### GENERAL POLICY STATEMENT

Bob read the following General Policy Statement:

For the fiscal year starting July 1, 2020 it will continue to be the general policy of the CCPA/WOW Hall to serve all ages, nationalities, races, ethnicities, genders, sexual orientations, abilities, and religions of our community without discrimination. This includes the staff, CCPA members, volunteers, community members, and Board of Directors of our organization. We will embrace our community and involve our membership in as many ways as possible. We will continue to operate with financial care on all projects and decisions. All construction and expansions will be done with respect and compliance to the WOW Hall's historic requirements. Further, it will continue to be the goal to expand financially as we look forward to the long-term viability of our organization.

CONTINUED ON PAGE 4

### Community Center for the Performing Arts

#### Balance Sheet

June 30, 2020

#### ASSETS

Current Assets	170,965
Fixed Assets	109,985
Other Assets	1,708

Total Assets **282,658**

#### LIABILITIES & EQUITY

<b>Current Liabilities</b>	
Accounts Payable	2,650
Unearned Grant Funds	61,281
Unearned Revenue	10,521
Payroll	946
Rental Deposits	7,696
<b>Long Term Liabilities</b>	69,113
Total Liabilities	152,207

Equity 130,451

Total Liabilities & Equity **282,658**

# 2020 ANNUAL MEMBERSHIP MEETING CONTINUED FROM PAGE 3

The policy statement was approved unanimously by a voice vote.

## BUDGET

Melissa Swan presented the proposed budget for 2020-21.

"I'm ready to make edits if the members vote on having it," she began.

This year we couldn't use the process used in the past -- looking at revenue and expenses from the past year and modifying them. Looking at income, ticket revenue is usually by far the largest item. Right now we have it at zero. If we budget for ticket revenue, what if it doesn't come? We budgeted \$5000 for rental income. It's probably not going to be live shows, but we have some weddings scheduled.

Memberships we did conservatively; this is significantly less than last year. Who knows how people's situations will change in the coming year. Classes are at zero. Rock Camp has been canceled and the other classes only bring in about 3% of income.

The next line item is grants. The

\$5000 from Lane Arts Council has already been awarded. The second is from the Oregon Department of Administrative Services -- \$76,300 that was given as part of the April CARES Act. Next are the PPP funds; we expect about \$45,000 to be forgiven. The second SBA-EIDL is a \$10,000 grant that does not have to be repaid.

For expenses, production expenses (usually the largest item) have been reduced to \$4000, which is 80% of rental revenue.

The next page is operating expenses -- which don't change much from year to year. Payroll expense was cut by more than half.

So we have a budget of \$175,466 in income, \$169,445 in expenses. Factoring in depreciation of \$10,000, that leaves us with a balanced budget -- no loss or gain.

Discussion followed.

Bobbi Jo Newton called it a, "Good mothball budget."

Chico Schwall thanked Melissa and had no amendments or criticism of the budget.

Jon Pincus said we could have another General Membership Meeting if we wanted to make

adjustments to reopen later.

Jim Evangelista says question of FTE is critical to PPP forgiveness.

Melissa says we are looking at an FTE of 3.

Due to problems with the electronic voting system being set up, Bob recommended that the group find out if a vote on the budget was actually needed by seeking to identify those opposed.

Tim asked those opposed to indicate so in chat.

Only one person opposed in chat.

After a motion and second, the budget passed as presented.

## MOTION TO ADJOURN

Three hours and 18 minutes into the meeting, a member moved to table voting. Under bylaws a 20-day notification is required after a board meeting sets a new date. A board meeting requires 5-day notification. Discussion followed.

In the end, the membership voted to reschedule the meeting to be held within 30 days using an election procedure that is consistent with the by-laws, open and transparent. ★

## Community Center for the Performing Arts 2020-2021 Draft Budget

	Budget 2020-2021
<b>INCOME:</b>	
Ticket Revenue	0
Rental Income	5,000
Service Charge	0
Memberships	25,000
Classes	0
Concessions - Basement	0
Concessions - Merch	1,000
Poster Service	0
Newsletter Ads	0
Grants:	
Lane Arts Council	5,000
Oregon DAS Grant	76,300
SBA -PPP Funds Forgiven	45,000
SBA-EIDL Grant	10,000
Sponsorship / Fundraising	6,000
Earned TicketWeb commit	2,166
<b>TOTAL INCOME</b>	<b>175,466</b>
<b>EXPENSES:</b>	
<b>Total Production Expenses</b>	<b>4,000</b>

# SPECIAL MEMBERSHIP MEETING REPORT

A special meeting of the membership of the Community Center for the Performing Arts was held on Sunday, August 2 (rescheduled from March 29). The meeting was called to address deviations from the budget approved at last year's Annual Membership Meeting.

The CCPA depends on ticket sales for the bulk of its income. Additional earned income includes concessions, rentals, classes, service charges, poster service and newsletter ads. Memberships provide the most contributed income, along with a grant from Lane Arts Council and sponsorships/fund-raising events. Primary expenses are payroll and production expenses (including artist and class instructor fees), as well as insurance, utilities, printing, supplies and maintenance.

Continuing restrictions on gathering made it necessary to hold a ZOOM meeting.

A very special thanks to Tim Hicks for facilitating.

## STAFF REPORT

Melissa Swan, who served as the CCPA bookkeeper through the 2018-19 fiscal year, presented the staff report. Melissa presented twelve years of budget history. "Memberships are our main source of donated income," she stated. "Members have donated \$359,000, which says a lot about what the WOW Hall means to them."

Tickets sales, concessions and rentals bring in about \$300,000 a year, but in fiscal year 2018-19 that figure was down to \$214,000. "We make a budget based on the past year's actual figures, but the 2019-20 budget was created in the spring of '19. (Ed note: the 2019 Annual Membership Meeting was held April 3) "It was in that fiscal year that there was actually a huge deviation."

Melissa said that an increase in minimum wage has an impact on the budget since most staff are paid at that level, but largely attributed the loss to high staff turnover. "The largest losses were in the two previous fiscal years ending in 2018 and 2019. When employees leave the WOW Hall part of their knowledge and skills go with them and new staff takes time to train. I see everything moving much better when people have been here for a few years."

Last year's budget -- the budget in question -- was actually based on a partial year and on the 2017-18 budget. "We try to be conservative with income and then budget for the expenses."

This year most things were down because of the closure. All earned income is under budget. "30% of the year the Hall was closed but that's not an excuse for everything. Ticket sales and rentals were 50% under budget and we all knew that.

We were all doing things to try to make up for that deficit."

Since that time, a packed spring calendar was cut short by the gathering restrictions. Show after show had to be canceled, the staff laid off and the building closed.

The WOW Hall asked for help, and the public responded. Thanks to the members and general public who donated to the CCPA and supported its fundraising efforts, the organization ended the fiscal year June 30 with donated income \$23,040 over budget (151%).

From July 1, 2019 to June 30, 2020, there was a total income of \$398,240 and a total expenditure of \$388,632. Factoring in depreciation of \$10,011 leaves a net loss of \$403. "Which was very close to the goal of breaking even with a balanced budget."

"I'd like address the PPP funds," continued Melissa. "On May 8 the CCPA received \$51,281 from the Small Business Administration for

corona virus relief. As of July 24, there had been \$9,516 spent of funds that can be requested for forgiveness. I work for an accounting firm and I've helped over 30 businesses apply for PPP funds." The funds can be spent on payroll and utilities. "We won't spend it all."

"We at the WOW Hall do not want to take a loan. Whatever is not forgiven we plan to return. The WOW Hall is being very fiscally conservative with its spending.

"This is a real corona virus relief package that is helping businesses affected," she concluded. "I can't think of any business that deserves it more. I think the WOW Hall should be grateful for the people who took the time and energy to apply for these funds because it wasn't easy. I think it's a feather in the cap of the bookkeeper Barbara and the board members who helped to apply for the PPP."

Blake asked about the venue relief funds the Independent Venue

Coalition helped us get.

"One of the most beneficial things that staff, members and volunteers have done since the closure is contact our state legislature and written on behalf of the WOW Hall," replied Melissa. "They lobbied continuously on behalf of small venues. The State Emergency Board has already earmarked over 10,000 month for the WOW Hall."

## Friends of the WOW Hall Report

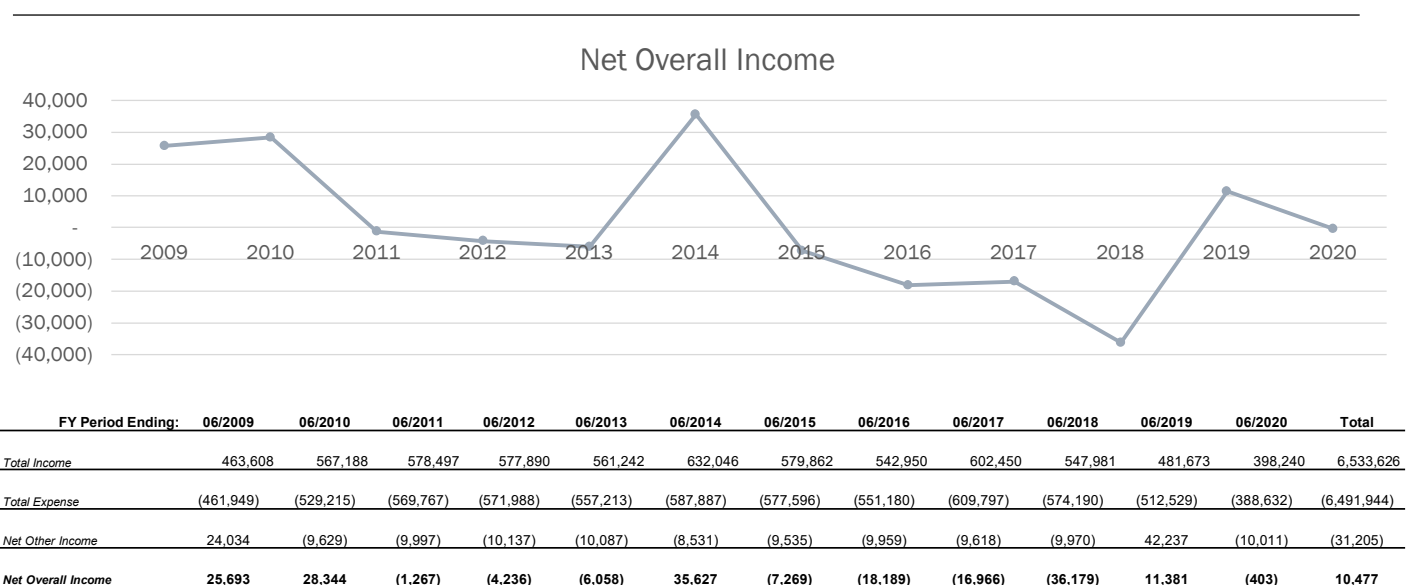
Jon Pincus offered a power-point presentation on behalf of the Friends of the WOW Hall.

"Around November a number of us who follow the monthly reports began to become concerned about what we have seen.

The Approved CCPA budget showed an anticipated loss of \$3,253 by December 31, 2019. The CCPA's actual net loss was \$14,135.03, a deviation of 434.5%. Pretty substantial.

CONTINUED ON NEXT PAGE

## P&L 2008-2020: Total Income & Expenses







# HOSTILE TAKEOVER OF THE WOW HALL?

By Bob Fennessy

On Tuesday, Sept. 8, the members of the CCPA will elect a new board of directors. The organization's by-laws envision one-half of the board to be chosen each year. This was meant to encourage gradual change in leadership. However, due to the resignation of all but one of the board members elected last year, this year up to eight new board members will be chosen.

Another thing new this year is an organization that claims to be Friends of the WOW Hall. This group was formed by a former board consultant and a current board member and includes several people who served on the

board over ten years ago. This group has its own website and Facebook page. They have a full slate of proposed board candidates. They have recruited many new (mostly \$15) members.

Many of our recent board of directors have resigned their positions due to actions taken by the core members of this group.

The efforts of this board and our staff, working in co-operation with others in the performing arts industry, resulted in over \$120,000 in emergency funding. The Friends leaders wanted to return the forgivable PPP funds to the government – which would probably make us the only one in the

country to receive this money and give it all back.

Why don't they want it? Could it be that they want a reason to eliminate staff? They say that the CCPA is on the wrong track and should be more of a "community center" and less "performing arts" even though performing arts is 2/3's of its mission statement.

Such arguments are a red herring. This is all about who will be making decisions.

My professional opinion is that those involved in bullying the previous board members should not be rewarded by being elected.

Please nominate and support unity candidates. ★

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## Meetings for September

Tuesday, Sept. 8  
**WOW Hall Membership Meeting**  
 6:30 pm  
 Access begins at 5:30 pm  
 All Meetings on Zoom  
 Subject to change.  
 For updates go to [www.wowhall.org](http://www.wowhall.org)

## CD SALE TO BENEFIT WOW HALL

Want more CDs? We've got them. John Perrine, lately of Portland, has donated his large and very impressive CD collection to the WOW Hall. These CD's are now being offered for sale online at <https://www.discogs.com/seller/rockinrecordsnCDs/profile?fbclid=IwAR0qOKheiQvGIVfAH-ySOe0LNTR5MizVprxVSKiyQU-Za9gZdex2b75LlAtM>

New items are being added every week. Plus, if you are in Eugene area and you buy one of Tom's own listings he will be donating 10% of profits for those items.

Thank you John for the generous donation and also to Bill Sherman of Eugene. And thank you Tom for hosting the online sale. You Rock! ★

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# EXIT STATEMENTS

CCPA members elected a full board of directors in 2019. At present, the organization has only one hold over board member. Here's what some recent board members had to say about their reasons for leaving:

### KATE BLAIR

"When I was approached, two years ago, by a WOW Hall volunteer to lend my skills and experiences to help govern the CCPA, I remembered my previous work at the Hall and wanted to capitalize on those times. I thought I had something positive to offer the WOW Hall community. I thought I could help make a difference.

But alas, this has not come to pass. It seems like there are individuals within the organization that have a personal cause they need to champion, regardless if it is in the best interest of the entire organization. I can no longer support this type of behavior. To quote Mike, this work should be fun, and for me, now, it is not. I do not feel like I'm able to make a positive impact on the organization.

I sent that statement to Robyn, Mike and Amy in February, just prior to the meeting where the BoD was demanding one member's resignation. I've not been back. My job involves COVID, and it is exhausting and demanding and relentless. At the end of the day, I barely have the mental capacity to care for my son, let alone babysit damaged egos. I've always said that those that look backward for answers fail to have a vision for the future and are not capable of seeing the amazing things happening right now. With some currently vying for the heart and soul of the CCPA, their answers are over 30 years old."

### MIKE DELUISE

"In a time of national health and financial crisis I am disturbed that a loud fringe group purporting to be supportive of WOW Hall and its' members has blocked every positive effort of the staff and majority of the board to be effective. This group has continually focused on ripping the organization apart, turning away offered fund-

ing, harassing staff and board members.

It saddens me to join Kate and Amy in leaving the board before our terms ended. I felt that, as much as we tried, the continual overwhelming negativity from those involved in the fringe group has been too much. Not understanding their mission, I had no choice but to leave the board. They stalled each and every attempt to move the organization ahead.

For example, serious questions I felt it was my responsibility to ask regarding Jon Pincus were not answered. I was not accusing anyone of wrongdoing, only asking for clarifications that have to this day not been forthcoming.

If you remember, on the evening I was asked to join the board I suggested the purpose of entertainment was to provide happiness and fun. I wish this had been a happier experience for all of us. It certainly has not been fun."

### ROBYN KELLY

"The Board needs to be made up of people that have skills to lead (not run) the organization and fund-raise, etc. - not just a love of the hall and it's history. We had that for a while. The officers (myself, Mike, Amy and Kate) made a great team that worked well together and attempted to move the organization forward. We built great working relationships with the staff and entrusted the daily operations to them.

We were met with continual resistance, arguments, attacks and harassment from one board member and a few long-time CCPA members.

When the pandemic shut down normal operations, while other organizations worked together to get through, and approached things with grace and open minds about the new 'normal', the hostility toward the board increased. No one should have to endure the daily harassment and threat of legal action that we have been subject to. I've been forced to choose between standing my ground and supporting the staff and mission of the CCPA or my mental health."

### AMY SHERWOOD

"I must take a step back. The 'us versus them' attitude at the Hall is overwhelming. There is a growing pattern of hostility and dishonesty. I cannot participate. It is disrespectful to the building and its historic role in our community as a place of peace. It is disrespectful to those who attend classes and shows at the Hall in search of healing from their past trauma. It is disrespectful to the mission of creating a supportive environment for local artists and young people who interact with the CCPA. It is disrespectful to staff and volunteers. An integral part of nurturing a supportive environment is modeling healthy conflict resolution and being open to compromise.

Based on individual conversations that I have had; everyone should be able to work together. I have had so many positive one-on-one interactions. There are more agreements than disagreements.

Specifically:

**Everyone agrees that there should be an increase in the diversity of programming.** If you truly believe that young people and the community should be in creative control of the programming, you do not dictate the type of programming that is needed. You create a space of peace, stability and healing, and let the programming emerge naturally from that space.

**Everyone agrees that the CCPA needs a Managing Director.** Every person that I spoke to during my time on Board expressed to me the common goal and priority of obtaining the funding for a managing director. Because of a long history and pattern at the Hall of an unhealthy entanglement between the Board, some of the founders, and the staff, it is very important that this role be filled by an individual who comes from outside the community.

I myself witnessed an obsessive attention to staff behavior and troubling retaliatory acts by some board members and founders. The abusive behavior will not be, nor should it be, shielded by culture like it has been in past decades.

Additionally, the PPP loan is not a collateral loan. To call it a collateral loan, when you are aware it is not, is dishonest and manipulative.

Speaking specifically about the

Street Lamp Project, the CCPA staff is doing an excellent job. It is organized and steady progress is being made. The CCPA is not in a position to hire a specialized consultant for work that staff is capable of doing."

### ABRAHAM NIELSEN-SWORD

"I am saddened by how far off course the organization is. This is not something that can be fixed by monthly meetings; there needs to be restructuring of responsibilities and re-staffing. Tough decisions need to be made and implemented. Deficiencies need to be appropriately addressed. **Proven bad actors need to have boundaries placed and enforced.** The lack of those boundaries made it impossible for me to accomplish positive change, and led to situations that I cannot be party to. This is not any kind of 'us' vs. any kind of 'them' - it is about amplifying the positive aspects of the WOW Hall, and addressing the current and ongoing issues in a healthy manner.

#### Problems

The continuous harassment of CCPA program manager Lori Hawley by BOD member Janelle Krinsky.

Dependency on ticket revenue as the primary source of revenue, and a failure in meaningful fundraising by the Board of Directors and/or a staff position dedicated to grant writing and sponsorships.

No viable structure to deal with day-to-day management and human resource issues.

#### Immediate Needs

Hiring of a **General Manager/Executive Director** with demonstrated fundraising experience, and full authority to hire, discipline and fire personnel.

Two house managers on staff at all times.

Assessment and adjustment of wages to be within range of industry and community standards.

A training plan to instill necessary skills for handling online ticket sales, social media engagement, website updating and volunteer management.

Redefining the BOD's role to focus on fundraising, development and community relations.

End organizational involvement of individuals acting inappropriately, or demonstrably against the good of the organization." ★



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