

## MINUTES

### Dawn Theater Governance Board

January 27, 2026, 5:30 PM

2<sup>nd</sup> Floor Conference Room – Hillsdale City Hall

**I. Call to Order at 5:32 PM**

- a. Members Present: James Brandon, Felicia Finch, Tim Sullivan, and Chris Bahash
- b. Members Absent: None
- c. Others Present: Jack McLain, Mary Wolfram (Friends of the Dawn Theater), and Olivia Smith (Zoning Administrator)

**II. Consent Agenda**

- a. Approval of agenda
  - i. Motion by Sullivan to approve the agenda. Second by Finch. 4-0. Motion carried.
- b. Approval of minutes from December 30, 2025 meeting
  - i. Chair Brandon asked the Board to review the minutes and vote to approve them along with the minutes from this meeting at their next scheduled meeting.

**III. New Business**

- a. Resignation of Ron Scholl from DTGB
  - i. Members spoke kindly of Mr. Scholl's time with the DTGB. Wished he could see the first organ concert as a member due to his efforts surrounding the organ.
  - ii. Discussion about nominating a new member.
    - 1. Chair Brandon asked that nominations have a vested interest in TIFA and/or seeing the Dawn Theater succeed. Or a Friends of the Dawn Theater liaison. Asked that nominations come through him.
- b. Friends of the Dawn Theater – Payments to TIFA for events
  - i. The Friends owed TIFA their 1/3 split of the net revenue for two events held in December 2025 (including donations received on the day of the events):
    - 1. Hillsdale Classical School - \$435.00
    - 2. The Nutcracker - \$161.73
    - 3. Total: \$596.73
- c. Friends of the Dawn Theater – Consideration of a Donor Plaque near the organ
  - i. Mary Wolfram let the Board know her preliminary concept – listing donations of \$1,000 or more on the short wall (created by the raised walkway) to the left of the organ. Still in the brainstorming phase. Wanted to bring the concept to the DTGB and full TIFA Board due to it potentially being considered an alteration to the building.
  - ii. Some Board members suggested placing the plaque in a more visible location such as the lobby.
  - iii. Board would like to see a more concrete concept (size, style, material, location, price, etc.) brought before them at their next meeting before voting to recommend approval to the full TIFA Board.

- d. Friends of the Dawn Theater – Planning for next major fundraiser: Screen/Projector
  - i. Chair Brandon discussed the success of the coordination between DTGB, Friends, and Targeted Development Committee regarding the Dawn Theater manager search. Suggested that something similar could occur to handle this next major project.
  - ii. Mary is bringing to the Board early in the process for guidance on whether this should be the next fundraising effort, the type of projection, etc. The project will be approximately \$100,000. Asked for \$59,000 in the grant request. The grant requires a 25% match.
  - iii. Discussion took place regarding how fundraising efforts are guided, permission to apply for grants, and the communication process for large-scale projects at the Dawn Theater.
  - iv. In an effort to increase early communication, Mary let the Board know that she will also be applying for a grant through Meijer – in the event they are approached at other non-profit, voluntary gatherings.
- e. Event Application – ArtWorks Community Event, Connie Sexton
  - i. Sunday, April 19, 2026 (1:00 – 5:00 PM)
  - ii. This event has been held at the Dawn at least 4 times in the past
  - iii. Discussion took place regarding the need to approve events of this nature
  - iv. Motion by Bahash to approve the event. Second Finch. 4-0. Motion carried.

#### **IV. Old Business**

- a. Management search update
  - i. Targeted Development will meet on January 29, 2026 at 5:30 PM to discuss responses from remaining candidates.
- b. Final phase of organ installation
  - i. Blower room and wind pipe installation complete
  - ii. Heath Electric still needed to hook up the blower
  - iii. Weiler will need to be contacted when ready for final touches

#### **V. Public Comment**

- a. Jack McLain – Clarified with Mary if donations were only for organ or general donations. Mary confirmed general. Felt that with the nature of the donation type that the plaque should be displayed in the lobby. Felt that the donation limit to be placed on the plaque should be lowered.

#### **VI. Committee Round Table Discussion**

- a. Finch verified with Wolfram and Smith keyed access request communication flow

#### **VII. Adjournment**

- a. Chair Brandon adjourned the meeting at 6:25 PM
- b. Next meeting tentatively scheduled for February 24, 2026 at 5:30 PM