

Antelope Valley Thespians

Operational Plan v5.1

Ratified December 1st, 2011

I. Definition of the Company

1. AVT is a registered nonprofit corporation in the State of California filed as a public charity organization under section 501(c)3 of the U.S. federal tax code. It shall comply with all local, state, and federal laws pertaining thereto.
2. The specific purpose of this corporation is to produce unique and experimental theatre that encourages artistic growth for our actors, crew, and community; and to become a desirable production outlet for local playwrights to debut original shorts and small-cast plays, and as a testbed theatre group for developing original scenes and characters.

II. Membership and Patronage

1. A member of the company shall be defined as an individual who has paid quarterly membership dues of \$5.00 and has assumed responsibility for a company-level function, as delegated by the Company Directors (see Section III).
 - a) Membership dues shall be payable on the first day of each quarter of the calendar year.
 - b) The Operations Director shall oversee or delegate the collection and recording of member dues.
2. Membership dues may be waived if both of the following conditions are met.
 - a) The prospective member has made a good faith assertion of inability to afford the dues.
 - b) The prospective member has a record of consistent positive participation with AVT.
3. Members shall be entitled to the following privileges.
 - a) A vote in all company matters that have been defined by this charter as requiring membership approval.
 - b) An annual field trip or member event (such as a subsidized group trip to regional theatre festivals, etc)
 - c) An AVT email address.

d) Recognition as a member in all programs in which they appear.

4. Membership shall lapse in the event of the following.

a) Failure to pay annual dues or merit a waiver of dues.

b) Ceasing to effectively bear responsibility for a company function.

5. Non-members shall not be excluded from public company events, and they shall receive equal consideration in all auditions.

6. Patrons shall be defined as those who make a tax deductible donation to the company monetarily or via in-kind support, above a certain minimum level as defined by the company on an annual basis.

III. Company Governance

1. The CEO is the Chief Executive Officer of record for the corporation, and is elected to a one-year term by unanimous consent of the incoming Directors before every season.

a) The CEO shall represent the company to the local business community and oversee the general financial and legal integrity of company operations.

b) The CEO may request reports and information regarding the company, its members, and its operations and finances from the Directors.

c) The CEO shall be the arbiter of irreconcilable disputes between the Directors, and may remove a Director from office in the case of unprofessional or illegal conduct, or a danger to the integrity of the company.

d) The CEO shall be a local resident of the community served by AVT.

2. The company shall be managed by three Directors, who shall be elected to their offices for a one-year term by a majority vote of the membership before each season. Company Directors must be members of AVT.

a) The Operations Director controls, manages, and accounts for the company's finances, has oversight over all production budgets, and is the sole issuer of reimbursement and purchasing authority. The Operations Director shall issue a quarterly report on the financial state of the company, including an itemized list of transactions, to the

membership and CEO.

b) The Technical Materials Director inventories, maintains, organizes, and upgrades the infrastructure and physical assets, such as lighting elements, construction materials, tools, etc that are company property. The Technical Materials Director shall have oversight over all company property that may be checked out for company, production, or member use. The Technical Materials Director shall provide a quarterly report on the present assets of of the company as well as their state and usage to the membership and CEO.

c) The Artistic Director cultivates and promotes the artistic culture, theatrical vitality, and dramaturgical philosophy of the company by leading member development, engaging local writers and artists, organizing creative workshops, maintaining a relationship with local playwrights, and advocating for the production and development of locally written scripts that align with AVT's goals. The Artistic Director shall also serve as Dramaturg-in-Chief for the company, unless delegated for an individual production.

d) The Directors may delegate company functions within their respective domains to members in order that they may fulfill the member requirement to bear responsibility for a company function. Authority to legally represent the company, reimbursement or purchasing authority, or the ownership/stewardship of company assets may not be delegated.

i. There shall at all times be a webmaster delegated to manage and maintain AVT's web-based systems and electronic media.

ii. There shall at all times be a community relations manager to help promote the company to the community and to manage AVT's relationship with its Patrons.

3. Voting shall be governed by the following principles.

a) The vote of a member shall only count if said member is physically present at the meeting at which a majority approval for an issue is sought.

b) A majority shall be defined as the public assent of at least two of the three Directors and at least 50% of those members physically present.

c) The CEO shall not have a vote in any company matter, but may veto any action that would create a credible probability of violating local, state, or federal laws.

d) No one who is not a member shall have a vote.

4. Amendments to this charter may be initiated by either unanimous agreement of the Directors, or by the CEO. The amendment will be brought to a vote at a company meeting after allowing the membership due time to consider the content, and shall be passed and immediately in effect upon majority approval.

IV. Theatrical Production

1. AVT shall produce at least one event focused on local, original work per season. This event shall be of the nature of a one-act festival, full-length production, or similar format at the discretion of the Artistic Director.

2. Original and published scripts for full production consideration shall be voted into an eligible pool of scripts by a majority of the membership at an artistic meeting. Scripts shall remain in the eligible pool until selected by a producer.

3. A member may volunteer to produce a play from the eligible pool by selecting a director and presenting a production vision to the membership. The productions comprising a season shall be selected from those plays with a producer, by majority approval prior to the beginning of the season.

4. The producer shall obtain a budget from the Operations Director for the production, negotiate and acquire the production license, select the director, market the production, and oversee ticketing. Currently serving as a producer shall be considered as a company function for the purposes of maintaining membership.

5. All directors of AVT productions shall have directed previously for AVT, with the exception of scripts pertaining to the local, original work described in Section IV.1. Thus, new directors must have first directed an original one-act or play for AVT before directing other productions.

a) Membership is not required for directors of an individual production.

b) The director shall select their own production team and have the freedom to define the artistic process and vision for the production, subject only to the restriction that at least 50% of the production team (director, stage manager, designers) shall be members of AVT.

6. All roles must be cast through an open audition process, and no roles shall be pre-cast or reserved for members. At least 50% of the cast must be local residents of the Antelope Valley.