

Muhlenberg College Summer Music Theatre Quality of Life Grant Application 2021

Additional Information, Pursuant to the Requirements of Ordinance No. 2017-131 Section 610.C.1

- **Current and previous FY budgets submitted in separate document.**

NOTE about budgets for summer of 2020 and 2021:

Due to COVID-19 pandemic, full-scale Summer Music Theatre programming for the summer of 2020 and 2021 was cancelled. We are currently planning alternate programming for the Summer of 2021, about which we will provide updates as soon as those plans are finalized. Our current funding request is for programming in 2022.

I have included actual income and expenses for the last completed FY, summer 2019, as well as budgets for summer 2022, based on a return to our regular programming at that time. We will also keep the County informed of changes to those plans as they develop.

Expenses for the uncompleted 2020 season included partial payments to contracted artists, including designers, directors, and choreographers, and partial payments to composers and playwrights of two original musicals that were scheduled for the 2020 season. Expenses for 2021 are still under development at this time, as our plans for this summer's alternate programming solidify.

If you would like additional information about our finances for 2020 and 2021, please let us know. I will provide them as soon as they are available. They will, of course, be entirely out of character on both sides of the ledger.

- **Audited financial statements for Muhlenberg College submitted in separate document.**

- **Positions of all employees, officers and board members who receive \$50,000 or more in annual compensation.**

Muhlenberg Summer Music Theatre (MSMT) is an operation of Muhlenberg College. All MSMT staff fall into one of two categories: those production staff contracted specifically for MSMT productions, such as directors, designers, musicians, box office workers, and actors; and those staff who operate MSMT as part of their staff positions at Muhlenberg's Theatre & Dance Department. The latter category

includes administrative staff, artistic leadership, and technical supervisors such as the costume shop manager, scene shop manager, and electrics coordinator.

MSMT operations constitute between one-sixth and one-quarter of the work of the latter category of full-time Muhlenberg faculty and staff. The majority of their responsibilities pertain to the operation of the Muhlenberg Theatre & Dance Department and its co-curricular production series. Based on the pro-rated portion of their salary received for MSMT functions and responsibilities, no member of the MSMT staff receives compensation of \$50,000 or more.

The members of the MSMT staff who receive compensation of \$50,000 or more for *all* of their responsibilities at Muhlenberg College, including those not pertaining to MSMT are:

- Artistic Director Charles Richter (part of his role as Professor of Theatre and Director of Theatre for the department)
- Production Manager Curtis Dretsch (part of his role as Professor of Theatre and Director of Technical Theatre for the department)
- General Manager Jess Bien
- Marketing & Development Manager Scott Snyder
- Technical Director Damon Gelb
- Resident Master Electrician Paul E. Theisen, Jr.
- Costume Shop Manager Caroline Cook

• Total compensation of the organization's five highest compensated individuals.

Based on the pro-rated salary designation described above, based on the proportion of their job responsibilities having to do with Muhlenberg Summer Music Theatre, the total MSMT-related annual compensation of the five highest-compensated employees is approximately **\$130,000**. The *total* compensation of those five individuals, including other responsibilities, is approximately \$685,000.

- List of all funding sources and the total amount received from each funding source for the previous year (2019)

Ticket Sales.....	\$211,300
Subscriptions.....	\$21,520
Concessions.....	\$1,905
Advertising.....	\$9,420
Box Office Fees.....	\$2,915
Individual Contributions	\$4,363

Government Grants	\$8,000
Lehigh County Quality of Life.....	\$3,000
Pennsylvania Council on the Arts	\$5,000
Foundation Grants	\$15,000
William B. Butz Memorial Fund.....	\$10,000
Baker Foundation	\$5,000
Corporate Sponsorship	\$28,000
Muhlenberg College	\$20,000
Bank of America.....	\$1,000
Davison & McCarthy	\$1,000
Albarell Electric.....	\$1,000
LV Educators Credit Union.....	\$1,000
Johnson Controls	\$500
Other Contributions (<\$500).....	\$3,500

Funding sources for the abandoned Summer 2020 season included:

Government Grants	\$8,000
Lehigh County Quality of Life.....	\$3,000
Pennsylvania Council on the Arts	\$5,000
Foundation Grants	\$15,000
William B. Butz Memorial Fund.....	\$10,000
Baker Foundation	\$5,000
 TOTAL.....	 \$23,000

• List of all funding sources and the total amount received from each funding source for the current year, and a list of all pending applications for funding, including the amount requested.

During the current FY, Summer 2021, COVID-19 continues to prevent a return to full-scale programming; however, we do plan alternate programming, which is still currently under review. Here are the current possible anticipated funding sources during 2020:

Program revenue (ticketing).....	\$10,000
Government Grants	\$8,000
Lehigh County Quality of Life.....	\$3,000
Pennsylvania Council on the Arts	\$5,000

Foundation Grants	\$5,000
Baker Foundation	\$5,000
In-Kind Sponsorship	
Muhlenberg College (in excess of)	\$10,000
TOTAL.....	\$33,000