



# Steeple Players Theatre, Inc. (Hendersonville Performing Arts)



## General Information

### Contact Information

<b>Nonprofit</b>	Steeple Players Theatre, Inc. (Hendersonville Performing Arts)
<b>Address</b>	260 West Main Street Suite 204 Hendersonville, TN 37075 7310
<b>Phone</b>	(615) 826-6037
<b>Web Site</b>	<b>Web Site</b>
<b>Facebook</b>	<b>Facebook</b>
<b>Twitter</b>	<b>Twitter</b>
<b>Email</b>	info@hpactn.com

### At A Glance

<b>Year of Incorporation</b>	1994
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Hendersonville Performing Arts Company

# Mission & Impact

## Statements

### **Mission**

To encourage development of the performing arts in the community as well as the recognition of the performing arts as an important part of education for children and adults.

### **Background**

Hendersonville Performing Arts Company (Steeple Players Theatre, Inc.), was established in 1994. We are located in the City Square Shopping Center in Hendersonville. We have grown consistently year over year and the quality of our productions continues to entertain and grow our audiences. Our leadership consists of a volunteer Board of Directors made up of residents of the Sumner County area. We depend solely on volunteers to do the work of our organization. Our budget is supported by revenue from productions, and sponsorships, grants, and donations. Our small venue seats 125 and allows for everyone to feel a part of each performance. We collaborate with local musicians, artists, students, and a variety of volunteers and Arts enthusiasts from all over the greater Nashville area. We also have 2 summer enrichment camps planned for this summer open to children and youth in the community, our goal is to be able accept any child or youth interested in attending the theater camp the opportunity to attend regardless of their ability to pay the cost of tuition.

### **Impact**

We consider ourselves a teaching theatre and provide an environment where children and adults are encouraged to develop their skills and talents in theatre production. We welcome and encourage participation from area residents and those from surrounding areas. We generally produce 5 shows each season, a summer enrichment program, and workshops for adults and children. We plan our production schedule to appeal to a broad audience. We take pride that each production will engage, excite, educate and inspire.

### **Needs**

Our most pressing needs include funding for all or part of our upcoming production expenses which total approx. \$50,000 annually, financial support for our operating expense budget which totals approx. \$65,000 annually, and financial support for the upgrade of our current sound equipment. In addition, we are always in need of volunteers to assist in set building, constructing props and costumes for our productions, and the marketing our theater to the community and surrounding areas.

### **Other ways to donate, support, or volunteer**

For other ways to make a difference with our organization, we invite you to visit our website at [www.hpactn.com](http://www.hpactn.com). You may mail a check to our profile address, make in-kind donations, and/or volunteer with us.

## Service Categories

### **Primary Organization Category**

Arts, Culture & Humanities / Theater

### **Secondary Organization Category**

Education /

## Areas of Service

### **Areas Served**

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TN - Sumner

TN - Cheatham

TN - Davidson

TN - Dickson

TN - Robertson

We primarily serve the Sumner, Robertson and Davidson county areas. However, we see volunteers and patrons from Rutherford, Dickson, Davidson, and Cheatham counties routinely. We are located in Hendersonville, so we are known best by our residents in the Hendersonville, Gallatin and White House areas.

**CEO Statement**

We are proud to work with talented directors, choreographers, musicians, actors, visual artists, and theater production experts who share a passion for the performing arts and are dedicated to the collaboration necessary to develop the magic on stage for each performance. We continue to amaze our audiences who tell others about us and that allows us to grow. There is no other organization like ours in our community. We provide volunteer cast and production opportunities for children and adults of various ages and backgrounds. Our auditorium seats 125 and we plan production performances to fill those seats at least 78 times this season. This, in addition to the various volunteer opportunities associated with each production, will allow us to serve more than 10,000 people during the season.

# Programs

## Programs

### Theater Programs

<b>Description</b>	We plan 5 productions each season. Which include a mixture of musicals and non-musical plays. Our season runs September through August. In addition, we plan a Summer Enrichment Program, which is a youth drama education program.
<b>Budget</b>	120000.00
<b>Category</b>	Arts, Culture & Humanities, General/Other Performing Arts
<b>Population Served</b>	General/Unspecified, Children and Youth (0 - 19 years),

### **CEO Comments**

While we have consistently grown our theatre, our operating expense and production expense continues to rise as well. If we can obtain financial support for production costs, our ticket sales will support our operating budget. We have an opportunity to continue our momentum and reach more people in our community with the performing arts experience and education. We are searching for financial support that will allow us that opportunity.

# Governance

## Board Chair

<b>Board Chair</b>	Mr. Darrell Pace
<b>Term</b>	Oct 2016 to Aug 2019
<b>Email</b>	dpace429@gmail.com

## Board Members

<b>Name</b>	<b>Affiliation</b>	<b>Status</b>
Cori Blauw		
Cliff Buckosh	Crye Leike Realty	
Jill Dunlap		Voting
Dia Hall		Voting
Lynlea Keightley	Business Owner	Voting
Darrell Pace		Voting
Kym Sims	Business Owner	Voting
Casey Thompson		Voting

## Board Demographics - Ethnicity

<b>African American/Black</b>	0
<b>Asian American/Pacific Islander</b>	0
<b>Caucasian</b>	8
<b>Hispanic/Latino</b>	0
<b>Native American/American Indian</b>	0
<b>Other</b>	0 0

## Board Demographics - Gender

<b>Male</b>	2
<b>Female</b>	6
<b>Unspecified</b>	0

## Governance

<b>Board Term Lengths</b>	3
<b>Board Term Limits</b>	2
<b>Board Meeting Attendance %</b>	90%
<b>Written Board Selection Criteria?</b>	Yes
<b>Written Conflict of Interest Policy?</b>	Yes
<b>Percentage Making Monetary Contributions</b>	75%
<b>Percentage Making In-Kind Contributions</b>	100%

**Constituency Includes Client Representation** Yes

**Number of Full Board Meetings Annually** 12

## Board CoChair

**Board CoChair** Mr. Cliff Buckosh  
**Term** Oct 2016 to Aug 2019

## Standing Committees

Executive

## Risk Management Provisions

Accident and Injury Coverage  
Commercial General Liability  
Directors and Officers Policy

### **CEO Comments**

We are currently seeking out new members to add to our Board. Our goal is to have at least 12 -15 members. We are also developing committees for individuals to serve in a capacity such as marketing/promotion, grant writing, sewing, etc.

# Management

## Executive Director/CEO

### Experience

All of our Board Members are Volunteers

## Staff

<b>Full Time Staff</b>	0
<b>Part Time Staff</b>	0
<b>Volunteers</b>	200
<b>Contractors</b>	0
<b>Retention Rate</b>	0%

## Plans & Policies

**Does the organization have a documented Fundraising Plan?**

No

**Does the organization have an approved Strategic Plan?**

No

**Number of years Strategic Plan Considers**

N/A

**In case of a change in leadership, is a Management Succession plan in place?**

No

**Does the organization have a Policies and Procedures Plan?**

No

**Does the organization have a Nondiscrimination Policy?**

No

**Does the organization have a Whistle Blower Policy?**

No

**Does the organization have a Document Destruction Policy?**

No

## Awards

### Awards

<u>Award/Recognition</u>	<u>Organization</u>	<u>Year</u>
Best Community Theatre	Broadway World	2013

# Financials

## Fiscal Year

<b>Fiscal Year Start</b>	Sept 01 2016
<b>Fiscal Year End</b>	Aug 31 2017
<b>Projected Revenue</b>	\$141,000.00
<b>Projected Expenses</b>	\$138,000.00
<b>Endowment Value</b>	\$0.00
<b>Endowment Spending Policy</b>	N/A
<b>Endowment Spending Percentage (if selected)</b>	0%

## Detailed Financials

### Revenue and Expenses

<b>Fiscal Year</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>
<b>Total Revenue</b>	\$169,968	\$123,954	\$98,582
<b>Total Expenses</b>	\$131,586	\$118,656	\$121,861

### Revenue Sources

<b>Fiscal Year</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>
<b>Foundation and Corporation Contributions</b>	\$5,000	\$0	\$0
<b>Government Contributions</b>	\$0	\$0	\$0
<b>Federal</b>	\$0	\$0	\$0
<b>State</b>	\$0	\$0	\$0
<b>Local</b>	\$0	\$0	\$0
<b>Unspecified</b>	\$0	\$0	\$0
<b>Individual Contributions</b>	\$18,692	\$22,826	\$12,311
<b>Indirect Public Support</b>	\$0	\$0	\$0
<b>Earned Revenue</b>	\$146,276	\$101,128	\$86,271
<b>Investment Income, Net of Losses</b>	\$0	\$0	\$0
<b>Membership Dues</b>	\$0	\$0	\$0
<b>Special Events</b>	\$0	\$0	\$0
<b>Revenue In-Kind</b>	\$0	\$0	\$0
<b>Other</b>	\$0	\$0	\$0



## Expense Allocation

Fiscal Year	2016	2015	2014
Program Expense	\$46,104	\$122,927	\$121,165
Administration Expense	\$85,351	\$1,027	\$696
Fundraising Expense	\$131	\$0	\$0
Payments to Affiliates	\$0	\$0	\$0
Total Revenue/Total Expenses	1.29	1.04	0.81
Program Expense/Total Expenses	35%	104%	99%
Fundraising Expense/Contributed Revenue	1%	0%	0%

## Assets and Liabilities

Fiscal Year	2016	2015	2014
Total Assets	\$44,640	\$11,811	\$6,587
Current Assets	\$36,260	\$11,811	\$3,877
Long-Term Liabilities	\$0	\$0	\$0
Current Liabilities	\$10,965	\$16,518	\$16,592
Total Net Assets	\$33,675	(\$4,707)	(\$10,005)

## Short Term Solvency

Fiscal Year	2016	2015	2014
Current Ratio: Current Assets/Current Liabilities	3.31	0.72	0.23

## Long Term Solvency

Fiscal Year	2016	2015	2014
Long-Term Liabilities/Total Assets	0%	0%	0%

## Top Funding Sources

Fiscal Year	2016	2015	2014
Top Funding Source & Dollar Amount	Program Revenue \$146,276	Program Revenue \$101,128	Earned Revenue \$86,271
Second Highest Funding Source & Dollar Amount	Contributions, Gifts and Grants \$18,692	Contributions, Gifts & Grants \$22,826	Contributions, Gifts & Grants \$12,311
Third Highest Funding Source & Dollar Amount	Foundations and Corporations \$5,000	--	--

## Capital Campaign

Is the organization currently conducting a Capital Campaign for an endowment or the purchase of a major asset? No

Capital Campaign Goal \$0.00

## State Charitable Solicitations Permit

TN Charitable Solicitations Registration Yes - Expires Feb 2018

## Organization Comments

Our CPA has filed for an extension for our Form 990 due for the 15-16 business year. We will have it available after April 15, 2017. We have also been granted an extension to file our TN solicitations permit since submission of Form 990 is required.

## GivingMatters.com Financial Comments

Financial figures taken from the 990.

990 prepared by Judy Sinz, CPA, PC.

Comment provided by Kathryn Bennett 5/10/17



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