

Pentacle Theatre Committee Charter	Script Reading Committee
Approved by: Erik Davis Jan. 24, 2022	Effective Date: Jan 24, 2022

Purpose

Season selection is a fundamental fiduciary responsibility of the Pentacle Theatre Governing Board. The Script Reading Committee advises the board in selecting a season through a transparent process that engages the community.

Membership

The Script Reading Committee, a committee reporting to the Governing Board, shall consist of 6-10 members. The Pentacle Theatre Governing Board will select a chair and vice chair from a pool of applicants. The chair shall be a person with strong leadership, communication, collaboration and organizational skills, and must have relevant previous experience that prepares them for leading the season selection process. The chair cannot propose a production for the subject season. The chair shall recruit members of diverse backgrounds including people with experience in script-reading, knowledge of the characteristics of our theater spaces, or a commitment to representing the Salem-area community. A majority of the committee members shall constitute a quorum.

Committee charge

The Governing Board charges the Script Reading Committee to:

- Operate in a culture of transparency.
- Follow the charge of the Governing Board.
- Consider shows that are consistent with the theater's mission and commitment to diversity, equity and inclusion.
- Actively engage the membership in identifying scripts to read.
- Assist in training the membership about how to read scripts.
- Read and evaluate scripts for the upcoming season.
- Record and share committee member evaluations of scripts in an accessible and sustained database.