

# Summit Players Theatre Administrative Employee Wage Plan

*Last Updated 8/31/2022*

Summit Players Theatre adheres to a policy of pay equity and commits to compensating all employees fairly and without discrimination. The organization follows the standards created for Pay Equity by [On Our Team](#).

At present, all touring company members and production designers are paid at a rate that is in line with a living wage in our southeastern Wisconsin (calculated by the [MIT Living Wage Calculator](#)).

Administrative employees for Summit Players Theatre, including the Executive Director, Parks Liaison and Education Director are currently not compensated for their administrative responsibilities. Summit Players Theatre has therefore outlined a plan to pay its administrators at a rate that is in line with the federal minimum wage by the year 2024 in accordance with our 3 year plan to minimum wages, and to provide annual public updates on progress.

Further, this plan also outlines the steps Summit Players Theatre will take to pay all administrative employees at a rate that is in line with a living wage in our southeastern Wisconsin (calculated by the [MIT Living Wage Calculator](#)) by the year 2027 in accordance with our 5 year plan to living wages, and to provide annual public updates on progress.

## Year One

Year one of this plan is FY22/23, which begins on September 1, 2022 and ends on August 31, 2023.

This year represents the last year that Summit Players Theatre will not offer any compensation to administrative employees for their administrative responsibilities.

The FY22/23 budget will include a \$25,000 line item earmarked for future expenses. These funds will be used for capacity building and administrative employee pay in future fiscal years. The intent is to put these funds into use in the 23/24 fiscal year.

Funds for this line item will be secured from several sources:

Summit Players Theatre will approach the Greater Milwaukee Foundation for \$15,000 in operating funds. If granted, this funding will be secured on or after June 15, 2023. The company will also seek to increase its corporate sponsorship income in FY22/23. In FY21/22, the company had a total of \$16,198.48 in corporate sponsorship income, \$10,000 of which was applied to the 2021 Shakespeare in the State Parks program budget. In FY22/23, the company will seek \$25,000 worth of corporate sponsorship funding, aiming to apply at least \$23,000 of it to the 2023 Shakespeare in the State Parks program. Summit Players Theatre recently joined the Greater Brookfield Chamber of Commerce and intends to leverage new business connections into sponsorship opportunities to increase this total.

With increased business sponsorships, the company will be able to apply more of its yearly individual donations to operating expenses, including the \$25,000 future expenses line item.

The company will seek to significantly increase its fundraising income in FY22/23, holding two major events – one in winter 2023 and one in late spring 2023 – with intent of raising a total of \$6,000 in fundraiser income to apply to the future expenses line item.

Finally, the company intends to increase overall program grant funding for the 2023 Shakespeare in the State Parks program to \$45,000 in private foundation funding, an increase of \$10,000 from FY21/22. As with corporate sponsorship income, this move is intended to allow Summit Players Theatre to apply more of its individual donations to operating expenses.

## **Year Two**

Year two of this plan is FY23/24, which begins on September 1, 2023 and ends on August 31, 2024.

This year, Summit Players Theatre intends to compensate three administrative employees (ostensibly the Executive Director, Education Director and Parks Liaison) each \$7,540 in net annual pay, representing the federal minimum wage of \$7.25 per hour for part time work of no more than 20 hours per week.

Funds from the FY21/22 future expenses line item will be used to fund this budget increase.

In October 2023, near the beginning of this fiscal year, Summit Players Theatre will announce a three-year capital campaign. The campaign is intended to raise funds for two purposes: first, to purchase a van to use for the Shakespeare in the State Parks program, and second, to build a strategic amount of reserves for the company.

Purchasing a van will negate the need to rent a van every year, allowing the company to reallocate budget resources away from van rental. The anticipated costs of owning and operating a full-sized van, including insurance, repairs, depreciation and other associated costs, still allow for a savings of nearly \$6,000 per year compared to renting a van.

Further, building strategic reserves of \$30,000 for the company will allow Summit Players Theatre to continue paying its administrative employees and avoid cash flow issues throughout the year.

Additionally, the company intends to grow its non-summer education offerings by FY23/24, netting an additional \$5,000 in workshop income during this fiscal year.

The company will continue increasing its income line items in the budget, growing private foundation grants to an estimated \$50,000, business sponsorships to an estimated \$35,000 and fundraiser income to an estimated \$10,000. These increases will allow the company to increase administrative employee pay next year.

## **Year Three**

Year three of this plan is FY24/25, which begins on September 1, 2024 and ends on August 31, 2025.

This year, Summit Players Theatre intends to compensate three administrative employees (ostensibly the Executive Director, Education Director and Parks Liaison) each \$16,889.60 in net annual pay, representing a livable wage for the Milwaukee, WI area of \$16.24 per hour for part time work of no more than 20 hours per week.

The capital campaign will continue in this fiscal year.

The company will to grow its non-summer education offerings to \$10,000 in workshop income during this fiscal year.

The company will continue increasing its income line items in the budget, growing private foundation grants to an estimated \$60,000, business sponsorships to an estimated \$40,000 and fundraiser income to an estimated \$15,000. These increases will allow the company to increase administrative employee pay next year.

The company will also seek to increase individual donations in this fiscal year to at least \$20,000.

## **Year Four**

Year four of this plan is FY25/26, which begins on September 1, 2025 and ends on August 31, 2026.

This year, Summit Players Theatre intends to compensate three administrative employees (ostensibly the Executive Director, Education Director and Parks Liaison) each \$25,334.40 in net annual pay, representing a livable wage for the Milwaukee, WI area of \$16.24 per hour for part time work of no more than 30 hours per week.

The capital campaign will conclude this fiscal year. Summit Players Theatre will purchase a van if it has not already and reserves generated through the campaign will be used to support operating expenses and administrative employee wages.

The company will to grow its non-summer education offerings to \$15,000 in workshop income during this fiscal year.

The company will continue increasing its income line items in the budget, growing private foundation grants to an estimated \$70,000 and business sponsorships to an estimated \$45,000. These increases will allow the company to increase administrative employee pay next year.

The company will also seek to increase individual donations in this fiscal year to at least \$25,000.

## **Year Five**

Year five of this plan is FY26/27, which begins on September 1, 2026 and ends on August 31, 2027.

This year, Summit Players Theatre intends to compensate three administrative employees (ostensibly the Executive Director, Education Director and Parks Liaison) each \$33,779.20 in net annual pay, representing a livable wage for the Milwaukee, WI area of \$16.24 per hour for a full-time commitment of 40 hours per week.

The company will continue increasing its income line items in the budget, growing private foundation grants to an estimated \$80,000 and business sponsorships to an estimated \$50,000. These increases will allow the company to increase administrative employee pay next year.