

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS
OF SHUSWAP THEATRE SOCIETY FEB20,2007.

Present: Tracy, Julia, Cilla, John MacV, Tom, Marion, Susan McM, Arthur

1. MSC Arthur/Tom December/Jan minutes be approved.

2. The Treasurer presented her report a copy of which was attached to the agenda. A new Insurance policy has been received, same premium with confirmation of off site coverage. A rough budget was presented by Cilla of upcoming building expense requirements. No debate on this item at this time. An invoice was not received from Aileen Gentles. Arthur to follow up. The electrical work was carried out at a cost of \$367 which was very economical. Our heating costs for the Jan/Feb time period are much higher, but the inclement winter weather was noted. Comfort of people using the building has to be balanced against locking the thermostats. Arthur passed over a Community Grant cheque for \$1000 for exterior painting. The cheque will be deposited in the savings account. MSC Arthur/Cilla that the Treasurer's report be approved

3. Tom presented the Production Treasurers report, a copy of which was attached to the agenda. MSC Cilla/Arthur that the Halo budget sent round by email be approved. There was a discussion presented by Marion and Tom about the problems faced by having two running current bank accounts and trying to present a proper financial picture of the Society. Both, and both are accountants, were of the opinion that two bank accounts were unnecessary. Julia asked how a new director would know who are our usual suppliers and with whom we have an account. She referred once again to the lack of a current policies and procedures handbook and Susan commented that this issue is at least 20 years old. Tom indicated that the process of Producers completing the expense request forms is sufficient and cheques will be written on the Society's operating account. The financial information compiled by the Production Treasurer can be produced with modern accounting systems.

MSC Tom/Julia

The position of Production Treasurer is to be terminated and that the Society amalgamate the necessary bank accounts and reporting procedures resulting from this from the beginning of the next fiscal year.

4. Gayle presented the Artistic Committee report. There is still no decision on the summer season, although they are close to agreement. MSC Tom/Arthur that Gayle's budget for Marion Bridge be approved. She is still to find a Producer. Gayle also indicated that the Artistic Committee is waiting for some input from Peter Blacklock and is considering an evening of one act plays for next season. Cilla informed the meeting of the new Theatre BC Actoberfest for smaller plays hosted by Kelowna this year. Julia reported generally on the Ozone. Jeff Hyslop is the adjudicator and Janet Michaels from Western Canada Theatre is the theatre consultant. Further info is on the website www.ozone2007.com.

5. The Building Manager's report was attached to the agenda. Cilla indicated that there was a problem finding a home for the old seats which are currently stored in the scenic shop. She said that they had a good work crew and no problems. The new seats will be moved up in their container for installation. Tracy indicated that we must deal with the old seats and not simply store them in the container for some unknown future. If necessary the old seats will be taken to the garbage dump. The container will be on property owned by Barts. There was some discussion on various items of work that need to be done. Exterior painting, possible removal of the dressing room exit structure and other items referred to in Cilla's note. As the matter had not been received by all Board members and would involve further time and decisions on expenditures it was deferred with a note that Jake was going to start having regular building committee meetings.

6 MSC Marion/Cilla adjournment at 9.00 p.m.