

Shuswap Theatre Society Board Meeting Minutes

Thursday, April 12, 2012

Shuswap Theatre, Salmon Arm, BC

I. Call to order & Roll call - Chairperson: Kim MacMillan called the meeting to order at 7:05

Attendance: Board Members: *Julia Body, Pamela Dettwiler, Sheila Dunbar, Denise Green, Monica Kriese, Kim Macmillan, Russell Nakonesby, Judith Skelhorne.*

II. Approval of Agenda

Motion: *Julia Body / Denise Green* - That the agenda be accepted. **Carried.**

III. Approval of minutes from last meeting March 14, 2012

Motion: *S. Dunbar/ R. Nakonesby,* - That the minutes of the Mar. 14, 2012 meeting be accepted. **Carried.**

IV. Building Committee – Jake Jacobson – The board is in agreement with the direction of the draft business plan created by the building committee

V. In-camera – Monica Kriese

VI. Presidents Report – comp tickets for cast members will be given as a coupon to be traded at Wearabouts for an actual ticket for either Friday, April 27 or Saturday, April 28. This will make it easier for people with comps to sit with friends in paid seats.

VII. Treasurer's Report – March 2012 Income Statement and Fiscal year end to March 31, 2012, HST/GST and budget to actuals for *Leading Ladies* were distributed but due to time constraints, not discussed.

VIII. Old Business arising from Minutes

- a) Summer Theatre update (James Bowlby) – budget, dates, student employment grant (**more to follow for May Board meeting**)
- b) Plans for Board retreat April 14 – retreat cancelled
- c) Improv night report – Very successful Improv night, Laughing Gas Improv group would like to submit a proposal to Artistic Committee for Fall Workshop. Next Improv night June 16
- d) Artistic Committee – dates for new season – as per email sent out earlier, **more discussion needed at next Board meeting**
- e) Sponsorship sales position – Judith/Monica – **Tabled until next meeting, hoping to have a plan put in place for next fall.**
- f) City of Salmon Arm Grant update – purchase of sound equipment – need a photo of the sound system in use to be used as part of the wrap-up report. **Monica will work with Kim on this.**
- g) Policies & Procedures, Job Descriptions – plan for upcoming meetings/sub-committee for shop: head job description
- h) Next season's Ticket sales – possibly at Art Gallery – Russel is interested in overseeing the volunteers at the Gallery – **Monica is in the discussion stages with Tracey.**

IX. New business

- a) Building Committee Report & Draft Business Plan– Jake (email report)
- b) Building, Rentals & Costumes – Cilla – quote for carpet cleaning? \$250 for carpet, Also could have seats done for \$6/seat **Motion:** *D. Green/ S. Dunbar* - to clean the carpets as quoted but not the seats. **Carried.**
- c) Publicity and Marketing – (Fall Fair booth, Children’s Festival) Monica. Pamela to organize volunteers to stroll the Children’s festival in costume. Monica will provide Pamela with the info and do the marketing.
A dress-up tent/photo-booth at the Fall Fair is in the discussion stages. This could be a fund raiser for the theatre – we would charge a fee for the photos. In exchange, the Fall Fair has requested Improv and/or theatre to entertain several times over the weekend on stage – more info to come.
- d) Girl Guides toured theatre last week – thank you Julia Body and Cilla Budda. They will be learning costume makeup with Ellen Gonella and Karen Abel next week.
- e) computer upstairs, the old mac, died It is running on the old hard-drive – tabled until next meeting discussion about how to replace it.

Next Board Meeting: Tuesday, May 15, 2012 7:00 pm

X. Meeting adjourned at 9:33pm

Signed:

President, Monica Kriese

Secretary, Pamela Detwiller