

**Minutes for Shuswap Theatre Society Board Meeting  
February 20, 2019**

Meeting called to order at 5:07 pm.

Present: Kim MacMillan, Craig Massey, Sherry Bowlby, Tammi Pretty, Nedine Scott, Peter Molnar, Julia Body. Absent: Paula Shields, Tracy Nash

**AGENDA:**

- Moved by Peter to adopt agenda as circulated. Craig seconded. Carried.

**BOARD MINUTES:**

- Peter moved and Nedine seconded that minutes be adopted from the last meeting. Carried.

**BUSINESS ARISING:**

- Unplug & Play: Nedine gave a report on the Unplug and Play event. All went well. Would like to see a Seniors Theatre connection to this event in the future. In order to use pictures of this event we will need to get permission from parents.
- Ticketing supplier: Kim reported that TixHub will meet our needs. There is a cost of \$1000 to set up – Joyce Henderson has offered to pay for this. Kim to look into whether we will be able to have a print function of tickets at home or on phones. Also, whether it is better to buy or lease two credit card terminals.
- Signing officers update. Tracy still to sign.
- Scene Shop Report – Craig gave an update on the shop. It has been cleaned up and completely reorganized. Craig will develop a wish list of tools that are needed.

**ARTISTIC AND PRODUCTION REPORTS:**

- TOTE: Scott Crocker reported on Theatre on the Edge. BCAC grant is in - \$5000 asked for. Looking into Shuswap Tourism (Robin Cyr) to sponsor for whole weekend. Proposed that two techs receive \$700 each and \$500 for SM. Techs are Ann Skelhorne, Marcus Smith. Nedine Scott to SM. Nedine will do Instagram. Scott would like to increase artists take to guarantee they will at least recover their partition fees. Three shows confirmed at this point.
- AC Report: It was decided by the committee that the proposed workshop with Sue Bertoia from Vancouver was too expensive at this time. We will look for some more resources locally to give a workshop on physical theatre. Scotty has been contacted and will be giving a Set Painting Workshop on March 30<sup>th</sup> at a cost of \$30/ hour for a 4 hour workshop. Details are still being worked out. Committee to present their proposal for the 2019/20 season in the near future.
- “Lend Me A Tenor”: Auditions will be held on February 25<sup>th</sup> and 26<sup>th</sup>

- “Wizard of Oz:” Astrid gave a presentation on the status of Wizard of Oz. Discussion. Tammi moved and Peter seconded that the Board support the production to continue planning and to consider a reduced ticket price night during the run. Carried.
- “Trying”: Kim gave a report on Trying which opens this Friday. Everything is in great shape for the opening.
- Quick and Dirty Theatre: Anne Skelhorne made a presentation regarding Quick and Dirty Theatre. Board supported this idea in principle. Anne to meet with Nedine and Craig and get back to Board with further information.
- O-Zone Festival: O-Zone report given by Bea Kirkwood-Hackett – The Tech Day is on March 2<sup>nd</sup> with an O-zone meeting at 11:00. Craig Massey will be the Stage Manager for festival with Hayden Clayton as Assistant SM.

#### FINANCE:

- Theatre received an undesignated donation of \$500 through the Community Foundation. There was a discussion on what to do with it and whether or not we needed a policy for undesignated donations. Julia moved and Nedine seconded that this \$500 be put towards new blacks for the theatre. Carried. Tammy to look into a policy to cover these donations.
- We are still waiting to hear about Grant applications.
- Having a garage sale was discussed and it was decided not to proceed with a garage sale at this time.
- Motion was made by Nedine that Anne Skelhorne be appointed as House Technical Director and be paid \$100/month effective February 1<sup>st</sup>, 2019. Craig seconded. Carried.
- Sherry moved that our old lighting board be sold to Salmon Arm Secondary – Sullivan for \$2000 (value \$3,000) to support theatre programs in the school. Tammi seconded. Carried.

#### BUILDING:

- Hammy gave a presentation on the Recreation Centre proposal which he attended. Sherry moved and Peter seconded that Kim draft an email letter of support to Dale Berger. Carried.
- Spring cleaning date to be determined, probably after the installation of the new stage floor.
- Thank you to Rob Scott (Nedine’s father) for donation of an almost new vacuum for the theatre.

#### RESOURCE DEVELOPMENT:

- Board Retreat date to be determined. Tammy to set up a Doodle Poll on line to find the best date.
- Theatre 101 to proceed for fall of 2019.
- Lighting workshop was discussed. Anne to give a workshop for an introduction to our new lighting board and also to consider asking Dave Brotsky to give a more extensive workshop in the future.
- Cyc Lights: Discussed.

POLICY:

- Tammy to look at constitution re possible Bylaw changes regarding staggered, two-year terms for board members and a reduced quorum for general meetings.
- Officer Responsibilities policy was tabled to next meeting.

Meeting was adjourned at 7:35.

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Acting Secretary

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President