

**SHUSWAP THEATRE SOCIETY
MEETING MINUTES
DECEMBER 16, 2015**

Members present: Glenda, Kim, John, Joyce, Kathy, Sherry, Bea, Marcus

Regrets: Althea

Guests: Susan McMillan, Julia Body

The meeting was called to order at 7:05 p.m.

Agenda was approved. Minutes for the November 18th meeting were accepted as distributed.
Motion by John.

Kim brought a gift received from Vendini for the one year anniversary.

Correspondence: thank you cards from Rotary, Second Harvest Food Bank, Shuswap Community Foundation, Kindale Mental Health.

Business arising: Improvements must be made to the storage area above the scene shop in order to be able to renew our insurance.

Motion: Sherry moved that Shuswap Theatre purchase a Big Steel Box. Kim 2nd. Discussion followed. Carried.

Potholes in the alley: Cilla has spoken to the City.

Furnace: No update from Cilla. Tabled to January meeting.

Treasurers Report: Discuss new Sage program.

Motion: Sherry moved that a Gaming Account be opened at the Credit Union. Kathy 2nd. Carried.

Discussion: A couple from Pakistan are interested in doing bookkeeping. Discussed having them do the required second set of books for the gaming account. Tabled to January.

Director's workshop, profits were exactly as the budget submitted.

Report: Youth Program – Astrid's report noted that she will do more research around youth programming in the new year.

Motion: John moved Astrid's report be accepted for information. Kim 2nd. Carried.

Building rental rates: Discussion.

Motion: Marcus moved the Theatre Member/Non Profit rate be increased to \$150 and damage deposit be increased to \$250. Additional hours fee for rehearsal time will be reduced to \$15 for theatre members. John 2nd. Carried.

Volunteer Report: Paula Shields and Kim are working on a new database system for volunteer management. Kim has purchased two copies of File Maker Pro 14 and Patrick Benson has also purchased two copies (two for one sale) of File Maker Pro for the membership database, which means that we have an unused license should someone need it for a theatre task. A committee was set up to look into our policy of paying for work normally done by volunteers – Glenda, Joyce and Althea – will report in the new year.

Security: Marcus has been added as an administrator.

Website: Discussion followed regarding the new website design and Shuswap Theatre logo. Althea and Kim are empowered to take the feedback and make the final decisions with Perimeter Design for the new website. Ryan Anderson of Perimeter has provided us with several variations of our logo for use in different poster backgrounds etc.

Producer for Rapunzel Report: Susan presented this report, with points about season planning, short rehearsal periods, interrupted rehearsals and how this affected the progress of set building and the well being of the show. Conflict and egos were also discussed. Discussion followed. Kim has drafted two letters which were edited and will be sent to the parties.

Artistic Committee: Julia presented a report. The committee is currently reading scripts for the 2016/2017 season. The number of productions in the season was discussed. A budget for a Voice workshop on January 23/24 was presented. Theatre 101 dates were discussed. February 27 or March 5 are possible dates. Julia will speak to the director of the winter show before deciding on a date. Improv – more information to come. Julia will contact Dave Brotsky to present a Stage Manager workshop.

Motion: Sherry moved that we accept the budget for the Voice workshop. Marcus 2nd. Carried.

Motion: Kim moved to have a budget of \$300 for Theatre 101. Sherry 2nd. Carried.

Motion: Glenda moved Shuswap Theatre present a four play season including a Christmas play, and that a designated rehearsal space for the Christmas show be secured prior to the fall show. Kathy 2nd. Carried.

Jake's proposal: Joyce will write a letter explaining why the rate of \$600 will remain the same.

City Grant: Sherry moved that we apply for a \$5,000 grant. John 2nd. Carried.

Email: Mike Nash submitted his formal resignation from the Board via email on December 16. Accepted.

Meeting adjourned.

Respectfully submitted:

Bea Kirkwood – Hackett

President: Joyce Henderson