

Shuswap Theatre Society Regular Board Meeting Minutes
Shuswap Theatre, 41 Hudson Ave. NW, Salmon Arm, BC
Wednesday, February 18, 2015

Chair: Joyce Henderson

Secretary: Judith Skelhorne

Regular Attendance: *Joyce Henderson; Judith Skelhorne; Sherry Bowlby; Althea Mongerson; Glenda Marchand; Shannon Hecker; John Coulson; Kim MacMillan; Marcus Smith*

Absent: *Bea Kirkwood-Hackett*

Guests: *Teresa McKerral; Lisa Bennett; Cilla Budda*

1. Welcome/Additions to the Agenda:

The meeting was called to order by the chair at 7:00 p.m. who welcomed everyone to the meeting and asked if there were any additions to the agenda which had been e-mailed to directors.

- a) Dinner Theatre at Podollan Inn.
- b) Invitation from Shuswap Association of Community Living.

The agenda was then accepted unanimously as adjusted.

2. Minutes of January 21, 2015 Meeting:

One change noted in item 4 on page 2: The July 23 - 25, 2015 festival should correctly be called "Theatre on the Edge" and the committee" should properly be called the "Theatre on the Edge Committee."

With this change the minutes were approved by all.

3. Business Arising from the Minutes:

1) O Zone Festival 2016 - Several persons involved with Shuswap Theatre will be going to the Zone meeting in Vernon on February 28 and will talk about our involvement in 2016. Discussion of issues followed:

- a) Our Volunteer list has expanded which could help with all aspects of ST's taking on the festival in 2016 or 2017.
- b) The Artistic Committee is not in favour of doing the festival on short notice (2016) as much background work has to be done to bring it off.
- c) Proper documentation regarding putting on a festival of this calibre would be welcome.
- d) Joyce will take Shuswap Theatre's concerns to the February 28 meeting.

2) Grant from the City - As soon as official word comes from the City regarding our request for \$1800 Joyce will order the door for the scene shop.

3) O Zone Meeting February 28, 2015 - Several people involved with Shuswap Theatre will be attending: Kim MacMillan; Bea and Paul Kirkwood-Hackett; 1Randy Brogden; Marcus Smith; Kathy Moore and Joyce Henderson have all

said they will be going to either the O Zone meeting, the tech workshop or the marketing workshops being offered.

4) By-laws - The updated by-laws are now on the theatre's website.

4. Treasurer's Report:

a) There is money in the bank. \$19,875 in Checking and Savings and \$25,143.50 in term deposits.

b) Gross amount from "The Odd Couple" is \$16,788.64. Not all bills have come in yet and there is income which is paid ahead which also has to be taken into account.

5. Update on 2 X 2:

Teresa McKerral (Producer) reported that all is going well with the plays. Ticket sales are slow at the moment and there is some concern over "media comps" with issuers and people at the door asking for a clear policy of how and when these can be used. Discussion.

Motion: *Kim MacMillan/Shannon Hecker* - That in 2016/2017 media complementary tickets be used only on the first weekend of a show's run.

Carried.

Ticket handling is a learning curve and the most talked about issue at present. There may soon be a need for more posters.

6. Invitation to Explore Partnership Potentials:

Lisa Bennett arrived at approximately 8:00 pm. and outlined what the Shuswap Association for Community Living was about and invited anyone interested to come to their Board of Directors meeting on March 10 to brainstorm potential opportunities that would benefit those involved. SACL would like to volunteer with theatre events and be involved.

Discussion followed re what the opportunities would be and how Shuswap Theatre can support SACL.

7. Committee Reports:

Artistic Committee: Nothing new to report.

Youth Committee: Unplug & Play was an awesome event and is on the calendar for 2016.

Spring Break Camp has had little interest shown so far and it is doubtful that it will go ahead. In future advertise through the schools. The committee is working on registration forms.

Building/Rentals/Costumes:

*ST has passed fire inspection.

*Sprinklers inspected and checked and will have to be completely rebuilt when Interior Health notifies us that back-flow valves must be installed. This is not immediate.

*The theatre is in need of a dolly for moving heavy items - Joyce Henderson will pick one up at either Canadian Tire or Rona.

*A black paint accident in front of the stage has caused much discussion regarding whether or not to replace the old (now removed) carpet or just paint the floor a neutral colour.

*There are problems with the built-in vacuum which appears to have either plugged or broken pipes. Will ask Jake to check.

*Costumes to be sorted and put away after current shows end.

*Two new rentals - Cod Gone Wild, March 13 and Louisiana Hayride, March 19 - 21. Concessions are ours.

*Cilla attending Zone meeting on Feb. 28. She is Awards and Scholarship chair for Zone.

Advertising/Publicity:

Althea reported that there has been no meeting of the committee yet.

Discussion followed re how publicity gets out to the public. Althea has a schedule of advertising dates.

Improv:

Set to go March 14. Peter Blacklock will M/C the show.

Vendini:

Discussion about when tickets are available on-line and when people can purchase them locally. Agreement that tickets can be sold as soon as the play is announced.

8. New Business:**1. Floor in Front of Stage:**

Much discussion but no consensus over what would be the best way to cover the floor (this problem arose over an accidental spilling of paint on the old carpet in front of the stage resulting in having the carpet removed). New carpet would be expensive but warmer for the feet of audiences in winter - paint would cost about \$100 and could be covered later. The floor man says to paint the floor charcoal or grey which will take about 24 hours to dry. More later.

2. Computer for Scanning Tickets:

Glenda brought a used computer to try out and Kim is ordering a new ticket scanner. Discussion.

Motion: *Marcus Smith/Glenda Marchand* - That Shuswap Theatre purchase a computer for the purpose of a secondary scanner for Vendini up to a value of \$400. **Carried.**

3. Facebook Page:

There was discussion around the fact that Monica Kriese has not yet removed herself as administrator of the Facebook page. Joyce and Kim have agreed to meet with Monica.

4. Dinner Theatre at the Podollan Inn:

The Podollan Inn would like to do a dinner theatre and has asked if Shuswap Theatre is interested in taking this on. Consensus was that we could not take this on right now but will spread the word.

Adjournment: The meeting was adjourned by the chair at 9:12 pm.

Next Meeting: 7:00 p.m., Wednesday, March 18, 2015 at Shuswap Theatre.

Signed: _____
President

Signed: _____
Secretary