

SHUSWAP THEATRE SOCIETY  
BOARD MEETING MINUTES  
JULY 19, 2017, at the THEATRE

The meeting was called to order at 7:04 pm

Present: Kathy Moore (Chair), Bea Kirkwood-Hackett, Joyce Henderson, Tracy Nash, Monica Gignac, Sherry Bowlby, Kim MacMillan, Hamilton McClymont

Regrets: Marcus Smith

Guests: Astrid Varnes, Julia Body

APPROVAL OF AGENDA

Agenda was amended and approved (Kirkwood-Hackett, Gignac)

MINUTES OF PREVIOUS MEETING

Minutes of the meeting held June 21, 2017 were adopted (Bowlby, Gignac)

COMMUNITY INITIATIVES

***Children's Festival – July 1<sup>st</sup>***

Monica Gignac and Joanne Leatherdale participated on behalf of Shuswap Theatre, resulting in good PR for the company.

***Sicamous Family Fun Day***

Shuswap Theatre has been invited to participate in Sicamous Family Fun Day on July 29. It was agreed to thank the organizers, but decline the invitation.

***Appointee for the Fall Fair Parade***

The Salmon Arm Fall Fair will be held September 8, 9, 10. Shuswap Theatre enters a float in the parade (last year's entry promoted "Mary Poppins"). A number of possible volunteers were identified. Moore will recruit a leader for the project and suggest others who might help.

***Shuswap Community Foundation***

Henderson reported that the application to the Foundation for \$5,000 for new theatre seats is still under consideration.

COMMITTEE REPORTS

***Theatre on the Edge***

Ticket sales to date are just over \$3,000 and interest is growing. Festival preparations appear to be in good shape.

***Artistic Committee (AC)***

Astrid Varnes and Julia Body presented the AC's recommendations for the 2017-18 mainstage season.

Moved by Henderson, seconded by MacMillan, to accept the AC's recommendations for the mainstage season as follows; Carried unanimously

*Fall production (Nov 3-18)*

"Romeo & Juliet" by William Shakespeare, Elizabeth Hobbs to direct

*Winter production (Feb 23 – Mar 10)*

"Opening Night" by Norm Foster, Paul Kirkwood-Hackett to direct

*Spring production (for OZone Festival, dates TBD)*

"Perfect Pie" by Judith Thompson, Elizabeth Ann Skelhorne to direct

Moved by McClymont, seconded by Kirkwood-Hackett, to authorize the AC to negotiate a fee with Elizabeth Hobbs of up to \$5,000 to direct Romeo & Juliet and conduct a number of workshops; carried unanimously.

The AC is to secure performance rights for the Foster and Thompson plays, and determine dates for the Festival play asap.

An activity for the Christmas Season may be considered for a later date.

Shuswap Theatre's policy of developing local, amateur talent was affirmed.

McClymont will convene a meeting of the AC and those involved in publicity to developing the marketing plan for the season. Goal is to announce the season, and be on sale with supporting materials by the beginning of September.

Moore noted that Paula Shields has declined to lead publicity in the coming season. MacMillan will provide Moore and McClymont a list of Shuswap Theatre members who have indicated an interest in publicity.

### ***Fourth Quarter Report***

Bowlby presented an income statement for the 2016-17 4<sup>th</sup> quarter and noted that a number of adjustments will be made before the report becomes Shuswap Theatre's annual financial statement.

Moved by McClymont, seconded by Gignac, to accept the 4<sup>th</sup> Quarter report; Carried unanimously.

### ***New Societies Act Transition***

McClymont will file the transition documents before the next board meeting.

### ***Technical Director position***

While it is not feasible to hire a person for the post at present, the new position description will amend the Technical Producer position currently in the policy manual.

***Shuswap Society for Arts & Culture***

Moore has forwarded a copy of the draft protocol to Jake Jacobson, who said that SSAC will deal with it at their next meeting in September.

***OZone Festival***

Henderson noted that initial estimates show a net income of about \$10,000, which will be split 60/40 between the Okanagan Zone and Shuswap Theatre.

BUILDING

***Aisle Lighting***

Dancor Electric and Inskip Electric appear to be very busy; Henderson will follow up on our request for quotes.

***Dimmer pack malfunction***

MacMillan will contact Jean Angers regarding repair.

NEW BUSINESS

***Nominating Committee***

Henderson and Body have volunteered to serve.

***Open House/AGM***

The following schedule of September events was agreed to (MacMillan, Bowlby):

|                         |                         |
|-------------------------|-------------------------|
| Open House              | Saturday, September 16  |
| September Board meeting | Wednesday, September 20 |
| Annual General Meeting  | Tuesday, September 26   |

***artsVest***

Henderson will be meeting with Kenji, the artsVest administrator. He has agreed that sponsorships raised for OZone will qualify for matching funding which has been approved.

ADJOURNMENT

The meeting adjourned at 8:20 pm

Submitted

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Hamilton McClymont

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Kathy Moore