

SHUSWAP THEATRE SOCIETY
BOARD MEETING MINUTES
JUNE 21, 2017, at the THEATRE

The meeting was called to order at 7:00 pm

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

Regrets: Kim MacMillan, Tracy Nash, Marcus Smith

Guests: Nedine Scott, Aidan Sparks, Astrid Varnes

APPROVAL OF AGENDA

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

MINUTES OF PREVIOUS MEETING

Minutes of the meeting held May 16, 2017 were adopted as amended (Gignac, Bowlby)

GUEST SPEAKER

Kathy noted that 43 people attended the June 3rd Laughing Gas event

Nedine Scott reported that, notwithstanding the evident success of the event, getting it on was difficult. Suggested solutions include (1) appointing a producer and (2) securing more production support from Shuswap Theatre directors and members for Laughing Gas events.

Laughing Gas needs a door access code.

Laughing Gas needs to have administrator access to the Laughing Gas Facebook page.

COMMUNITY INITIATIVES

Shuswap Community Foundation

Moore reported that the application to the Foundation for \$5,000 for new theatre seats has been submitted.

Children's Festival – July 1st

Henderson reported that Shuswap Theatre has been invited to provide people in costume to participate in the Canada Day Children's Festival at the Fairgrounds from 10:00 am until 2:00 pm, and asked directors to let her know if they can.

COMMITTEE REPORTS

OZone Festival

Henderson reported that Shuswap Theatre will be charging the Festival rent of \$1,000 before the split on profit (60% to Theatre BC OZone, 40% to Shuswap Theatre). A financial summary should be available for the next board meeting.

The Festival was successful, presided over by “the best” adjudicator, and celebrated with a good party.

Artistic Committee (AC)

Copies of the AC’s working papers are on file.

The board made a number of suggestions and asked the AC to finalize the main three play season

BUILDING

Aisle Lighting

Henderson has asked Dancor Electric and Inskip Electric for quotes, and will follow up.

NEW BUSINESS

New Societies Act Transition

McClymont presented a written report (attached) and noted that, to comply with the new act, Shuswap Theatre need only make an application. The board authorized him to do so.

Technical Director/Coordinator position

Sparks reported that he, MacMillan and McClymont had met and drafted a position description. 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

McClymont reported that James Bowlby informed him that he has resigned as President of SSAC.

ADJOURNMENT

The meeting adjourned at 8:40 pm

Submitted

Hamilton McClymont

Kathy Moore

Appendix to Board Meeting Minutes

21 June, 2017

The appendix to the minutes includes a summary of motions made and a checklist of action items which will be reviewed going forward.

Motions

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

Minutes of the meeting held May 16, 2017 were adopted as amended (Gignac, Bowlby)

Action Items

GUEST

Laughing Gas Improv

Suggested solutions include (1) appointing a producer and (2) securing more production support from Shuswap Theatre directors and members for Laughing Gas events.

Laughing Gas needs a door access code.

Laughing Gas needs to have administrator access to the Laughing Gas Facebook page.

ARTISTIC COMMITTEE

The board made a number of suggestions and asked the AC to finalize the main three play season

Technical Director/Coordinator position

the new position description will amend the Technical Producer position currently in the policy manual.

(held over from the May meeting) A committee, comprised of the Head of Publicity (Paula Shields), Graphic Designer (Lisa Bennett), Website (Kim MacMillan) and the Artistic Committee will meet to scope out the marketing approach for the season and for each of the plays as a way of informing the design of the season brochure, which is to be ready for the opening of TOTE on July 21. McClymont agreed to convene the committee.

OTHER BUSINESS

New Societies Act Transition

The board authorized McClymont to make the application.

Aisle Lighting

Henderson has asked Dancor Electric and Inskip Electric for quotes, and will follow up.