

Shuswap Theatre Society Regular Board Meeting Minutes
Wednesday, May 21, 2014
Shuswap Theatre, Salmon Arm, BC

Chair: Joyce Henderson **Secretary:** Judith Skelhorne **Call To Order** 7:00 pm

Regular Attendance: *Joyce Henderson, John Coulson, Sherry Bowlby, Judith Skelhorne, Althea Mongerson, Marcus Smith, Shannon Hecker, and Aidan Sparks from the Artistic Committee - (Julia Body and Kim MacMillan in rehearsal and in partial attendance only).* **Absent:** *Glenda Marchand*

1. Welcome and Opening Remarks: Joyce welcomed all to the meeting.

2. Approval of Agenda and Additions:

The agenda was circulated via e-mail prior to the meeting. It was asked that comments regarding “The Complete Works of William Shakespeare (abridged)” be discussed under Item #7. The amended agenda was approved.

3. Minutes of April 16, 2014 Meeting:

The minutes of the April 16 meeting were circulated by e-mail. Under “Work Committees Report” it was asked that the brackets and word “note” be crossed out from item b) iv as this was not relevant to the minutes. This was attended to and the minutes were accepted as amended.

4. Business Arising From the Minutes:

The June 1 retreat is set to run from 10 a.m. to 4 p.m. at the Deep Creek Retreat House. All board members have indicated that they will be attending. Kim and Joyce will lead from 10 to 1 with a 45 minute lunch break before the afternoon programme. Board members are asked to brainstorm ideas and bring suggestions to be considered. Members of the Artistic and Youth Committees will be invited.

5. Financial Report:

Financial report sent via e-mail including Balance Sheet and Income Statement Detail for April 2014. This is attached to the official minutes.

The report shows that ticket sales and income are up this year over 2013.

Motion: *Althea Mongerson/Sherry Bowlby* - That the financial report be accepted as presented. **Carried.**

Glenda Marchand has resigned as treasurer owing to work pressure. Discussion.

Motion: *Althea Mongerson/Shannon Hecker* - That Sherry Bowlby be assigned as treasurer. **Carried**

6. Committee Reports:

Youth: - Shannon Hecker (full report attached to official minutes)

- Summer 2014 Michelle Atkins is renting the theatre for Art and Drama programs for children - July 7-11; July 14 - 18; July 28 - Aug. 11-15 and possibly Aug. 18-22. Volunteers needed to clean after the weeks of rental.
- Weekend Acting Intensive for Youth - October 4/5. Put on by Aidan Sparks and Peter Blacklock with help and support from James Bowlby.
- Discussion re Goals and Values behind initiative to have young people engage with theatre.
- Norma Jean will connect with Jaci Metivier re Grants.
- Discussion re Outreach to outlying communities and providing multigenerational spaces, opportunities for spoken work/slam poetry venue, collaborating with arts council on youth programming and connecting with churches to create "theatre nights" as an activity for their youth groups.

Artistic Committee: - Julia Body (report attached to official minutes)

- The fall show will be "The Odd Couple" directed by Julia Body
- Christmas show will most likely be "Bah Humbug" directed by Paul Kirckwood-Hackett
- The Winter show is undecided. Will be two one-acts with both Jaci Mativier and Kate Mckey very interested. To be solidified in the next two weeks and a solid report at the June board meeting.
- The Spring show will be "Pack of Lies" directed by Kim MacMillan
- Committee discussed directors and how to increase their numbers. Solution: a director's workshop through the zone with an outside instructor.
- Rearranging the format of the AC to make it easier on the core group. Would like to keep the four main committee members who meet once or twice a month and have 6 - 9 designated contributors who can give scripts, suggestions and keep the AC connected to the outside world.
- Discussed some key projects of the summer - directors opening package and a cast and crew production feedback form.

Shuswap Society for Arts and Culture - John Coulson

- Mention of Jake Jacobson's letter (attached to official minutes) which was circulated on May 6. There is nothing that the board has to do but should send a letter of acknowledgement and thanks for keeping us in mind in the search for a new building.
- It is clear now that the Shuswap Theatre Society and the Shuswap Society for Arts and Culture are two separate societies.

Publicity, Tickets, Grants: - Monica Kriese

- No report this month. We should keep in mind that we desperately need and should be seeking a publicity person who knows what is expected.
- There should be separate media contact from the rest of the publicity job, this should be one person. Another person responsible for print with posters and programs. Look at graphic design for posters. Discussion.
- Job descriptions for the positions are needed.

Grants:

Jaci Metivier is willing to take on the position of seeking grants.

Motion: *Sherry Bowlby/Shannon Hecker* - That Jaci Metivier be appointed as Grants person for Shuswap Theatre. **Carried.**

Building, Rentals, Costumes: - Cilla Budda

- The toilet in the ladies washroom has been repaired.
- Mesh under the awning is working but the birds are still perching on the marquee and trying to nest on the alley side of the awning.
- Feels ST is already working on being energy efficient as per the Energy Report.
- No alarms set off in May and so far no bills for false alarms.
- New micro fibre mop works well at getting rid of footprints on the black stage.
- Flowers going in to the beds and would like to pressure wash the retaining wall and railing, also coat the concrete with sealer.
- Roof-mounted AC needs to be serviced and the front doors need to be sanded and cleaned.
- There are many rentals booked for May and June. Willy Gaw has booked in Aug and Ted Crouch has asked for Oct. 10 for a concert.
- Ellen made good use of S.T's costume supply for "The Complete Works of William Shakespeare" (abridged)
- Donations of clothing keep arriving and having to be sorted or passed on.

O-Zone: - Sherry Bowlby and Cilla Budda

- Zone Festival will be held in Vernon again in 2015 as it has all the amenities.
- The Steve Heal Scholarship deadline has been extended to Sept.15. By then students will have got their marks and know which institution they will be attending.
- Annette Reeves of Vernon will be committee chair for 2014/2015.
- MainStage is in Kamloops starting Friday, July 4 with “Red” which was the O-Zone winner.

7. Report on “The Complete Works of William Shakespeare”

- Shuswap Theatre gleaned five awards at the O-Zone Festival. These include: Best Light Design; Best Props, tie for Best Set Decor, Best Ensemble and a special merit award for Best Youth Actor. Most of the cast and crew were pleased with the adjudicators comments and the work he did with them.
- Shuswap Theatre sponsored the Best Actor Award at a cost of \$100.00.
- John voiced concerns which came up regarding the play and some audience reaction to incidents during the performance, particularly the golf scene where a (pretend) skull was propelled toward the audience and some close interaction with audience members in another scene. Discussion concluded that everyone needs to be more thoughtful of interaction between the audience and actors during a play. Directors need to be aware of dangers and possible problems - question of whether this was, or should be, in the Director’s job description in Policies. No answer tonight.
- An early revenue report for the play shows net revenue at \$8,612,58.

8. New Business:

- The question of whether we want to keep the piano has arisen. Cilla will contact the owner to see what she wants to do with it. Possible note in the Prompter that we don’t need/want the piano any longer. More later.
- John raised the issue of negative remarks from theatre members re the building and publicity which reflects negatively on the theatre. Discussion.

Meeting adjourned at 8:35 p.m.

Reminder: The June18 meeting will be at the Piccadilly Mall meeting room

Signed: _____ Chairperson

Signed: _____ Secretary

