

**SHUSWAP THEATRE**  
**BOARD MEETING MINUTES**

September 21, 2016

Called to order: 7:05 p.m.

Present: Joyce Henderson, Sherry Bowlby, Bea Kirkwood-Hackett, Kathy Moore, Glenda Marchand, John Coulson, Kim MacMillan

Regrets: Althea Mongerson, Marcus Smith

Guest: Susan MacMillan

Susan presented the budget for Mary Poppins and answered questions about costs for royalties, props, costumes etc..

**Motion:** That we accept the budget for Mary Poppins, Sherry/Kathy Carried.

TOTE, letter to Michelle Atkins, Mary Poppins budget were added to the Agenda.

**Motion:** To accept Agenda. Glenda/John Carried.

**Purchase of new lighting console:** Joyce reported that the lighting console we ordered is not available so she will talk with Jean Angers and find out where we might obtain the console we want.

**Theatre 101:** Postponed until January 2017.

**Redecorating the Lobby:** Cost so far is \$2,000, no man hours were charged. If we ask Jim Clayton to procure the paint costs will be lower. We will consider doing it in October.

**Marcus:** Adding a page to the rental agreement regarding technical needs. TABLED.

**Letter:** A letter regarding the use of the theatre was sent to Michelle Atkins and Joyce has discussed it with her.

**President's Report:** Part of the \$1,000 from Rotary Club will be used for the Auris Loop System. BIG thank you to Pat Larmand for organizing the Fall Fair Parade float and to Peter Corley for donating a truck and driver for the parade.

**Update on James Bowlby:** James is making good progress. He is eating and is able to send emails.

**Treasurer's Report:** Needed for AGM on Tuesday, September 27.

**Annual Budget:** Prepared by Kathy and Joyce was discussed and John made suggestions to make it easier to understand. Total in the bank \$20,197.54.

**Motion:** Accept Annual Budget as amended. Glenda/John. Carried.

**Ozone 2017:** It was suggested that a separate bank account should be set up for the festival.

**Motion:** That a separate bank account be opened for the 2017 OZone Festival, signing authorities to be any two of Joyce Henderson, Beatrice Kirkwood-Hackett and Sherry Bowlby. Moved by Kathy Moore, Seconded by John Coulson, carried.

**Tulips:** Joyce has purchased special tulips to commemorate Canada's 150 birthday and Cilla will plant them outside. John suggested that it would be nice to have some in pots to bring indoors for festival.

**Artistic Committee:** Julia needs 2 more people on this committee. Astrid Varnes and Kathy Moore have volunteered to work with Julia for the next while.

**Nominating Committee:** Hamilton McClymont has agreed to let his name stand for a position on the Board.

**Policies:** Kim has updated the 6.16 FOH policy.

**AGM:** Pot Luck dinner followed by the mortgage burning. Jean Anger will be in charge of the mortgage burning. The 2015 AGM minutes have been approved. Board Report and Presidents Report will be available at the AGM.

**Motion:** To increase the price of a bronze sponsorship to \$150. Kathy/Sherry Carried.

The matter of removing the last sentence of #5 of policy 3.7. TABLED.

**Motion:** To accept the minutes of August 17. Sherry. Carried.

**Motion:** For productions, each cast and crew member will receive one complimentary ticket no matter how many times their name appears in the program. The President is authorized to donate 2 complimentary tickets to community organizations for publicity purposes. Kathy/Sherry. Carried.

**TOTE:** The appointment of the festival producer will be done in October along with all other positions. TOTE report was accepted for information. John/Kim. Carried.

Kim's draft *Special Report from the Board of Directors* report needs tweaking before publishing in the annual Report. John will email some suggestions. Kim is to present the report to the AGM.

Glenda talked about a schedule of ticket sellers that Alice had created.

**Adjourned:** 9:07 p.m.

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Bea Kirkwood-Hackett

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Joyce Henderson