

Shuswap Theatre Society Board Meeting Minutes  
Tuesday, Nov. 9, 2010 7pm, Shuswap Theatre

*Monica Kriese, in the chair, called meeting to order at 7:15pm*

Present: Board Members - Julia Body, James Bowlby, Pamela Dettwiler, Denise Green, Monica Kriese, Kim MacMillan and Judith Skelhorne. Absent: Sheila Dunbar and Virginia Verma.  
Guests: Patrick Benson, Cilla Budda and John McVicar

Approval of agenda as amended - moved by J. Body, seconded by K. MacMillan, PASSED

Approval of Oct. 14, 2010 Board meeting minutes as amended moved by K. MacMillan, seconded by D. Green, PASSED

**President's Report** was accepted as presented

**Treasurer's Report** – Denise Green reported that Wearabouts was late with their financial reporting, so their ticket sales are not on the Oct. 31 month end. In compensation Wearabouts volunteered to waive its commission on ticket sales for Chimera. Denise will send them a thank you note. Motion to accept the treasurer's report moved by D. Green, seconded J. Skelhorne, PASSED

Discussion on the 2010/2011 budget – Board was part of the budget process to give them a better understanding of the Theatre's financial situation. A balanced budget of \$49,565 was finalized. D. Green moved to accept the amended budget, seconded J. Bowlby, PASSED

Membership Report from Patrick Benson – Our numbers are lower than they have been in previous years. this may be due to having more family memberships (which count as one membership) and attrition. Discussion tabled re: life memberships – does the \$100 fee cover one person not a couple. Should there be a letter of thanks and recognition from the president? When should honorary life memberships be given? Motion to put Danielle Dunn-Morris on the mailing list moved by J. Bowlby, seconded K. MacMillan, PASSED. The board directed Patrick Benson to add the following line above the age categories on the membership forms (being used for market research): "For demographic purposes only"

Costumes and Building Report from Cilla Budda  
Motion to accept the report as submitted moved J. Skelhorne, seconded J. Bowlby, PASSED

Business arising from Minutes of October 14, 2010

Discussion Tabled to next meeting re: official paper archives of the minutes: where and how they should be stored for access and security.

Artistic committee – discussion on who will be on this year's AC. Monica Kriese will confirm that both Peter Blacklock and Ellen Gonella are stepping down from the artistic committee. Monica will also confirm whether or not Cathy Lake is interested in letting her name stand to be a member of the artistic committee. Julia Body is also interested in becoming a member. James Bowlby would like to continue being on the committee.  
Move that the artistic committee is directed to provide the board with the education plan for the coming season, with a budget of \$500. (Note – this cannot be addressed til we have the Committee in place) Moved K. MacMillan, seconded J. Skelhorne, PASSED

Draft of Nominations and Elections Policy  
Discussion tabled to next meeting to allow board members time to consider it and review the details.

Executive Producer Position  
Motion: At this time, Shuswap Theatre will not pursue the hiring of an executive producer; but will re-examine the possibility in May 2011. Moved P. Dettwiler, J. Body, PASSED

## New Copier/Printer

Denise Green has arranged a better deal on the lease of the copier which will be for a 3 year term, not a 5 year term. As well, the colour copy rate is reduced from .11 to .10 each and the black and white copy rate remains the same at .02. The board directed **D. Green to proceed** – as per the motion passed last month.

## New Business

### Building Committee

**M. Kriese is organizing a meeting with the theatre board**, as a meet & greet with the building committee, to update us on where they are, followed by a Question and Answer period with and Norbert Frese of BDO Canada – Salmon Arm. **She will be contacting Board members with available dates.**

### Publicity Report by Monica Kriese

Motion: Shuswap Theatre will allow the Downtown Improvement Association to use the theatre at no cost for approximately one hour on Tuesday, Dec. 21 for a free show by the Shuswap Dancers as part of the DIA's Shop downtown Christmas campaign. Moved by P. Dettwiler, seconded by K. MacMillian, PASSED

Motion: For the remainder of this season Shuswap Theatre give two complementary opening night tickets to each production, to each of the city councilors. Moved P. Dettwiler, seconded J. Bowlby, PASSED

### Scene Shop Organization

Monica Kriese reported that someone had stored gasoline in the scene shop, along with a power saw. This is a safety issue and is not allowed. Gasoline cannot be stored in the premises and would best be stored under the staircase outside. Jake Jacobson gave Monica a proposal and rough drawing to organize the scene shop at little to no cost to the Theatre. Jake will work with John on this, after 'The Golden Bird', if approved by the Board. Discussion tabled to next meeting.

Youth Theatre Report by James Bowlby. A verbal report was given and **the written report will be emailed to the Board.**

The Golden Bird Report by James Bowlby, who is now the Producer of the show. Show is still in need of a lighting operator and a props person. **The written report will be emailed to the Board.**

### New Front door code

Board members were given a new access code for the lock on the front door of the theatre

### Chimera

Motion: to thank the cast and crew for a wonderful show. Moved J. Bowlby, seconded J. Skelhorne, PASSED

Move to adjourn by M. Kriese

*Meeting adjourned at 10:15pm. Next regular Board meeting is Tuesday, Dec. 14, 2010 at 7pm at Shuswap Theatre.*