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## **Shuswap Theatre Society Minutes of the 2015 Annual General Meeting**

Shuswap Theatre, 41 Hudson Ave. NW, Salmon Arm, BC  
Tuesday, September 22, 2015

*Minutes of the September 23, 2014 Annual Report as well as 2014/2015 reports were posted on Shuswap Theatre's website ([www.shuswaptheatre.com](http://www.shuswaptheatre.com)). Hardcopies were also available at the door.*

Chairperson: Joyce Henderson

Recorder: Judith Skelhorne

Joyce Henderson welcomed all to the meeting and introduced three of the original members of Shuswap Theatre, namely, Jake Jacobson, James Bowlby and Susan MacMillan who had all been at the first meeting to create Shuswap Theatre.

The meeting was called to order at 7:30 pm with Sherry Bowlby standing in for Patrick Benson announcing a roll call of 27 members in good standing.

### **Agenda:**

The agenda was presented with no additions being made.

**Motion:** *Susan MacMillan/Evelyn Birch* — That the agenda be accepted as presented. **Carried.**

### **2014 AGM Minutes:**

Members were asked to point out any errors or omissions to the September 23, 2014 AGM minutes. None were reported.

**Motion:** *Randy Brogdon/Glenda Marchand* — That the minutes of the September 23, 2014 AGM be accepted as presented. **Carried.**

Joyce referred to Eli Mina's book *Mina's Guide to Minute Taking* where he suggests that approval of the annual minutes be delegated to the board of directors at their next regular meeting, rather than at the next AGM a year later. Following discussion a motion to this effect was submitted.

**Motion:** *Judith Skelhorne/ Marcus Smith*— That the Board of Directors of the Shuswap Theatre Society be authorized to approve the minutes of the 2015 annual general meeting, provided that copies of the approved minutes be made available to the membership on the website, or by hardcopy upon request. The membership will have two weeks to review the minutes before the board passes them. **Carried.**

**President's Annual Report:**

Joyce reported that 2015/2015 had been a year of change for Shuswap Theatre. The outside of the theatre was painted and much needed repairs were made to the building. There was an increase in the number of younger people involved in the theatre. And, the long anticipated *Theatre On The Edge* event was an unqualified success thanks to superb organization and seven excellent productions.

Joyce extended thanks to everyone who worked hard to improve the appearance and functioning of the building. She also thanked the community for its support. Without such support many of the changes would not have occurred.

Joyce thanked the members of the Board and the Artistic Committee who had worked hard throughout the year on various projects. Thanks and a small gift of appreciation were given to Shannon Hecker and Judith Skelhorne, both stepping down from the board.

In conclusion, Joyce noted that the Shuswap Theatre Endowment Fund, set up at last year's AGM, had a value of \$11,947.22 on June 30 with earnings to be disbursed to the theatre in 2016.

There were no questions arising from the report.

**Motion:** *Jake Jacobson/Althea Mongerson* — That the President's Report be accepted as presented. **Carried.**

**Treasurer's Report:**

Sherry Bowlby briefly outlined the pertinent points of her report stating that the huge success of the 2014/2015 MainStage productions greatly improved the theatre's financial position, and the number of grants contributed substantially to improvements in and around the theatre. She pointed out that there is money in the bank, the bills are paid, and the financial statements accurately portray the financial status of the organization. She then presented the Year-end Financial Report and a Proposed Budget for 2015/2016 (which can also be found on Shuswap Theatre's website). No questions were forthcoming.

**Motion:** *Bea Kirkwood-Hackett/Evelyn Birch* — That the Year-end Report be accepted as presented. **Carried.**

The budget had been passed at the September board meeting.

**Annual Reports of Committees:** (*Posted in full on-line in advance of the meeting.*)

- a) Artistic Committee — Julia Body — Reported a busy and good season. The 2015/2016 season has been set. The theatre will once again be offering Theatre 101, a directing and sound workshop. Theatre on the Edge was a resounding success with both audiences and performers offering very positive feedback. Ellen Gonella has recently stepped down from the committee leaving space for a replacement. No questions from the floor.
- b) Membership — Patrick Benson — Absent. Reported numbers were up in 2015.

- c) Building Manager — Cilla Budda — Noted some of the improvements, issues and wishes for the future, but noted that all is well.
- d) Theatre Rentals — Cilla Budda — Income is up! People love the venue.
- e) Costumes — Cilla Budda — Challenging finding storage. Cleaning up the storage space and with assistance from Donna Good is culling clothing that is readily available.
- f) O-Zone — Cilla Budda — A challenging year with membership down, however a successful year for the Zone. Salmon Arm hosting Festival in 2017.
- g) Volunteer Development — Kim MacMillan — Absent. More people involved. Paula Shields and Evelyn Cook have been recruited to round out the Volunteer Development team. Information on [shuswaptheatre.com/involved](http://shuswaptheatre.com/involved).
- h) Publicity — Althea Mongerson — Job position has been divided into seven parts with positive results. *The Prompter* has become largely an on-line edition. The Facebook page is growing in importance and following. The theatre website is being made more mobile friendly. Local media has given great coverage this past season. No questions.
- i) Scene Shop Report - Randy Brogdon — New members have made the scene shop, set design and set construction a vibrant and interesting endeavour. Items above the dressing room photographed and will be on a Picasa page soon. Old tools must go! New tools on the “wish list”.
- j) Sound Technician Report — Marcus Smith — A good year for sound. Working toward becoming a great live music venue. System stretched to it potential with MainStage season and with “Theatre on the Edge” activities.
- k) Lighting Technician Report — Jean Angers — Lighting system meets basic needs. Is working with contacts to find a lighting board that would allow 36 to 48 dimmers (there are 24 now).
- l) Youth Theatre — Shannon Hecker — The goal to reach out to young people and provide opportunities for youth to engage with the theatre both on and off stage was accomplished with the momentum continuing into the 2015/2016 season.
- m) Theatre on the Edge Report — Jaci Metivier — A “little festival that could!” Planning began in January 2015 with the first show opening on July 24. Almost 800 tickets were sold over the weekend and people raved about the unique experience of the festival. Shows mostly ran on time with the artists feeling that their needs were all looked after. The Edge Club was well received. The budget showed a profit. Planning for the next festival will start in October 2015.
- n) Ticketing Report — Kim MacMillan — This was the first season for the Vendini online ticketing system which was adopted for the convenience of patrons and which has increased sales and the possibilities for email marketing. “Pay What You Can Thursdays” were a resounding success drawing in patrons who had never been to live theatre before, or who had never been in the local theatre.

**Motion:** *Donna Good/Randy Brogdon* — That all of the Annual Report of Committees be accepted as presented. **Carried.**

**Presentation to Membership Re Purchase of a New Furnace and Air Conditioning:**

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John Coulson and Marcus Smith —

John and Marcus outlined the reasons for possible improvements to the heating system in the theatre which has not been significantly upgraded in the past 20 years, resulting in inadequate heating and extremely high hydro expenses each year. A lively discussion ensued including suggestions for ways to decrease hydro expenses there was agreement that more information was needed before decisions were made.

Thanks everyone for feedback.

**Election of the Board for 2015/2016:** — Julia Body (*Deadline for Nominations was September 15, 2015.*)

Julia explained that there would be no need for an election this year because other than 2014/2015 board members re-running only two potential board members put their names forward — they would replace the two retiring board members.

Nominees standing for re-election: *Sherry Bowlby; John Coulson; Joyce Henderson; Bea Kirkwood-Hackett; Kim MacMillan; Glenda Marchand; Althea Mongerson and Marcus Smith.*

Nominees standing for election: *Kathy Moore and Mike Nash.*

**Motion:** *Julia Body/James Bowlby* — That those people letting their names stand be elected by acclamation. **Carried.**

James Bowlby thanked the Board and its Committees for their hard work throughout the year.

**Questionnaire to the Membership Requesting Feedback to Assist with the Board in Moving Forward:**

A questionnaire was handed out consisting of four questions regarding what people like or dislike about what the theatre is doing and what it should be doing in the future.

Althea will collect those not completed at the meeting at her shop — Intwined Fibre Arts.

**Windup and Adjournment:**

Joyce thanked everyone for coming to the meeting and for their input. A reminder that Shuswap Theatre T-shirts, hoodies, and tank tops can be ordered through the theatre.

**Motion:** *Glenda Marchand/Evelyn Birch* — That the meeting be adjourned.

Meeting adjourned at 8:30 p.m.

Signed: \_\_\_\_\_  
Chairperson

Signed: \_\_\_\_\_  
Recorder

