

Board Of Directors, Shuswap Theatre Society
Board Meeting Minutes
August 13, 2024 - 7:00 pm, Salmon Arm, BC

In person attendance: Nedine Scott, Howard DeLong, Laura Demulder, Susan MacMillan, Winston Lee-Hai, Maggie Chafe, Bridgid Hall

Regrets: Meredith Rusk, Meaghan Delaney

Absent without regrets: Peter Molnar

Guests: Ann Skelhorne, Kim MacMillan

Call to order: 7:04 pm

Land Acknowledgement

Shuswap Theatre acknowledges that its theatre and activities held within it are carried out on the traditional territory of the Secwepemc People. We are grateful and pay respect to the elders, past and present, descendants and custodians of these lands.

Agenda

Motion by Howard DeLong that the agenda be approved. Carried.

Board Meeting Minutes

Motion by Susan MacMillan that the board meeting minutes of August 13, 2024 be adopted as amended. Seconded by Laura Demulder. Carried.

Finance

Treasurer Report & Bookkeeper Report (Winston)

Motion by Winston Lee-Hai to approve the financial report as presented. Seconded by Susan MacMillan. Carried.

Winston made a recommendation that the board strike up a finance committee. The finance committee would work on the financial info and then present it to the board.

The person interested in being the new treasurer is Matthew Bannister.

Motion by Winston Lee-Hai that we switch to the version of Sage Monthly at the end of the current yearly contract. Seconded by Susan MacMillan. Carried.

Funding and Sponsorship Committee Report (Howard)

The results from 2023-2024 season questionnaires:

\$16,202 contributed to the local economy from Shuswap Theatre events including MYST & TOTE from visits to local restaurants, bars and hotels. The purchases of supplies and materials made during the events still needs to be figured out to complete how much we impact the local economy.

The impact of each event is as follows:

*Treasure Island \$2.63/patron

*Dry Streak \$4.40/patron

*Outside Mullingar \$3.63/patron

*MYST \$5.99/patron

*TOTE \$2.92/patron

Howard will send out a current list to the board. The board will prioritize projects at the next meeting.

Motion by Bridgid Hall to approve the report as presented. Seconded by Laura Demulder. Carried.

Board Business

Box Office (Kim)

Kim continues to be impressed with Brushfire support. The trial run of the ticket sales for MYST went well. He recommends that we start selling season tickets no later than the last week of August. With the new program, when single ticket sales begin, season ticket sales stop.

AGM - Sunday September 29: potluck lunch at 1pm & AGM starts at 2pm
Appointment of Nominating Committee (tabled)

Fall Fair Parade - Saturday August 23, 2024 - "Timeless Tradition" theme. Laura & Bridgid will work together to create the float. Rob (Nedine's dad) will lend us his truck and trailer again. Nedine has a call out for parade participants, Susan will include the info in the Prompter and Cilla will help us costume the parade volunteers.

Open House - Saturday September 21 at 7pm

Building

Building Facade Project (Kim)

The old front doors are well loved but they are weather beaten and need to be replaced. The cost to replace the front doors (possibly ones with windows) with a synthetic material will be a big cost so we will need to fundraise. They are looking at quotes and will bring them back to the board.

The benches, railings and retaining walls are going to be painted.

The kiosk was a good idea but is quite expensive so for now there will be a saddle sign showcasing each show. There is hopes of a kiosk at a later date. Each production will need to factor in a line item to pay for the purchase of a vinyl poster of \$100."

They are now looking at an artist painting something on the "old empty window" in the costume room.

Building General Update (Cilla)

There was a fire in the Skookum dumpster. Cilla will keep us updated.

Artistic

AC Report (Laura)

The Christmas Show will run December 12-15, 2024. There's a committee of 4 people in place. They are in need of a stage manager.

The Play Readings will begin Wednesday October 30, 2024 at 7pm. The next one will be November 27 and it will be Halfway There.

Improv starts up October 7, 2024. It will be the first and third Monday of each month except December (only 1st Monday).

Post Mortem Outside Mullingar - Directors, Stage Managers, Producers will start to see file online.

Open House : September 21, 2024 to introduce the season.

Fundraiser: Kim will contact John Nolan

Workshop: Directing/Script Analysis with Liz Hobbs with a potential date for October.

The Mousetrap - The budget was presented.

Motion by Bridgid Hall to accept the report as presented. Seconded by Maggie Chafe. Carried.

Tech Report (Ann)

All is working well in tech with Ann's magic as always. The dimmer pack is still needed especially for the upcoming show The Mousetrap. Ann will revise the list of needed items and keep us updated.

TOTE (Ann)

Ann presented the festival report and the reconciled budget.

Motion by Howard DeLong to accept the report as presented. Susan MacMillan seconded. Carried.

MYST (Kim)

Kelly will be invited to join us at the next meeting to share details of the production.

Motion by Winston Lee-Hai to adjourn the meeting. Seconded by Howard DeLong. Carried

Meeting adjourned at 9:50 pm.

Next Meeting: September 10, 2024, at 7:00pm

Minutes recorded by Bridgid Hall