

**Board of Directors, Shuswap Theatre Society - Board Meeting Minutes
August 18, 2021 - 7:00 pm, Salmon Arm, BC**

In attendance: Craig Massey, Nedine Scott, Alex Delaney, Sherry Bowlby, Heather Stefanek, Howard DeLong, Ann Skelhorne (ex officio board member, Technical Director), Julia Body (later), Peter Molnar (later)

Guests: Marcus Smith and Althea Mongerson (TOTE), Kelly Coubrough (Summer Musical Theatre Camp), Tracy Eliason (Pride Project)

Regrets: Mary Fabian, Kim MacMillan

Call to order - 7:00 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 Sherry Bowlby, seconded by Heather Stefanek, that the agenda be approved as modified. Carried

Minutes

Motion by Nedine Scott, seconded by Sherry Bowlby, that the minutes of July 19, 2021 be adopted. Carried.

Artistic and Production:

1. **Salmon Arm Pride Project (Tracy Eliason, Salmon Arm Arts Centre)** - Discussed the importance of the project to the LGBTQ2S+ community. An exhibit, *Breaking the Binary*, will be held at the Arts Centre from October 18 - 24. Discussed the contents of a draft contract with Shuswap Theatre. The aim is to present a play written by Jimmy Fagan Tait. The play will be followed by an artist talk-back session. Discussed whether the play would be free or pay what you can. Will still issue tickets.

MOTION – Nedine Scott moved that Shuswap Theatre work with the Arts Centre on the Pride Project and that any profits go to the Pride Project. Seconded by Julia Bowlby. Moved.

2. **Summer Music Camp (Kelly Coubrough)** – Presented an expense and income report (attached). Discussed plans for this year with the intent to increase registration to 25 kids. Would be useful to have a producer. Need a director. An M.O.U. with Shuswap Theatre would be a good idea. Scholarship applications and financial assistance will be of a benefit to kids of financially disadvantaged families. Discussed finding scripts and Work Safe requirements of WCB.



Summer Musical
Theatre Camp 2021 |

3. **TOTE Report (Marcus Smith, Althea Mongerson, Ann Skelhorne)** – Presented an expense and income report (attached). Presented a video discussing: the origins of TOTE, the importance to the arts community and Salmon Arm, and the experience of an on-line TOTE for 2021.



Actual Expenses &
Income 2021.xlsx

4. **Artistic Committee Report (Julia)**

21-22 season:

Still working on rights for *The Coyote's Christmas*.

5. **Hilda's Yard (Heather)** – Discussed where they are at with the production.

Finances:

6. **Financial update (Sherry)** – Reviewed financial reports. We are in good financial position.

7. **Funding Committee Report (Howard)** – Intending to apply on Hamber Foundation grant. Understand that the four wireless head mics still need to be funded. We can apply for other funds for this plus other items. Report attached.



Funding Report
August 18, 2021.doc

8. **Motion to amend Policy 3.7 (Craig on behalf of Kim)**

PARKING LOT – Motion to amend Policy 3.7 tabled as Kim not at the meeting.

9. **Seniors Ticket Pricing**

MOTION – Nedine Scott moved that Shuswap Theatre eliminate seniors ticket pricing and have all adult tickets sold at \$22.00. Seconded by Heather Stefanek. Moved.

10. **Pay as You Can** – During the winter Pay as You Can events, patrons will get cold waiting outside, which is something we wish to prevent.

PARKING LOT – Solutions for having patrons waiting outside during Pay as You Can events tabled for further discussion.

Marketing and Publicity:

11. **Upcoming Season** – Discussed press release for upcoming season and what to include in brochure. Producers need to contact marketing for advertising needs.
12. **Fuel Good Day (Nedine)** – Seeking input for social media advertising.

13. **Open House (Craig)** – Open house to be held September 18 with a theme entitled *Fall Back in Love With Theatre*. We will have decorations, beverages, and simple foods. An invitation will be sent to significant sponsors. Seeking a Master of Ceremony.
14. **Fall Parade (Nedine)** – Alex is arranging for a float. Nedine will take care of registration.
15. **COVID Rules** – Discussed what two sets of COVID protocols we would need to establish: for our patrons; and for our actors, volunteers, and cast and crew members.

PARKING LOT – COVID protocols to be discussed in detail during a separate ZOOM meeting, to be announced.

Building:

16. **Building façade (Craig)** – Peter is looking into sewing the existing awning. He indicated that it may be difficult to stretch the separated material close enough to allow the stitching.

Annual General Meeting:

17. **Logistics** – Further discussion about who to approach for the Nominating Committee. Need to identify a Return Officer.

Next meeting to be held on September 15th at 7 pm.

Minutes recorded by Howard DeLong

ACTION items from previous meetings (status unknown):

May 18, 2021 - Ann will make contact with Marc Lamerton before the June meeting.

May 18, 2021 - Howard will look into information about the new legislation from February 2021 about soil reclamation.

July 19, 2021 - Kim to approach Wild Craft Mercantile to ask if they are willing to take phone orders at a \$1.00 compensation fee.

July 19, 2021 – Kim to approach Iwona Wardynski for a design of the building façade, based on what we can do.

PARKING LOT Items from previous meetings

July 19, 2020 - Re-visit idea of scholarship for children wanting to participate in music camp program.