

## Shuswap Theatre Society – MINUTES, Board Meeting

### August 15, 2018, Shuswap Theatre

**Attendees:** Kim MacMillan (Chair), Hammy McClymont, Sherry Bowlby, Peter Molnar, Tracy Nash, and Paula Shields

**Regrets:** Monica Gignac

**Guest:** Joannell Clarke

Meeting Called to Order at 5:04 PM.

### AGENDA

- Moved by Sherry, seconded by Tracy to adopt the amended agenda, carried.

### PREVIOUS MEETING MINUTES – July 18, 2018

- Moved by Peter, seconded by Sherry to adopt the minutes of the meeting of July 18, 2018. Carried.

### ARTISTIC & PRODUCTION

#### Theatre on the Edge

- Joannell presented a written report which included the following highlights:
  - Five recommendations for future festivals
  - Survey Results
  - Artist, audience and committee feedback
  - Job Descriptions
- It was noted that as attendance at the festival is fairly static, a way of diversifying the program should be investigated to grow the audience.
- It was noted that as a Shuswap Theatre event, the Artistic Committee should be consulted on the artistic content of the festival. The Board and the AC are to discuss this.
- The new board will have to recruit a TOTE Coordinator for next year as Joannell is unavailable.

#### Artistic Committee (written report from Astrid)

- Christmas show: Gloria has proposed that her two Salmon Arm Secondary drama classes alternate in performing the same show on the dates originally proposed (Dec 6-9, 13-16). Members of the board are enthusiastically invited to attend a planning session on August 20<sup>th</sup>. (Peter and Hammy attended.)
- The committee will be purging the Library.
- Jimmy Tate interested in doing Auntie Mame OR Wizard of OZ in the fall of 2019.
- Frank will develop an improved format for production Post mortems. It was noted that post mortems should include all involved in a production, not just creative and production people.

#### Devon More

- Devon More's show "Flute Loops" will be presented August 31 – Kim confirmed he will be doing box office sales at the door. Devon was given access to Facebook to promote the show.

## FINANCE

- SASCU has asked for a new banking resolution. It was agreed that the new board should pass the resolution when it is in place in October.

## FUNDING, DEVELOPMENT, MARKETING

- Publicity Head – Kim reported that Joyce Henderson will speak to a potential head of publicity who will also be invited to stand as a director.
- Kim reported that Lisa Bennett has the design and production of the season brochure and fliers in hand. The new head of publicity will decide whether we will continue to print rack cards.
- Comfy Bottoms. Project is completed. Liz Kingdon's name is to be added to the donors' plaque.
- WOW August 29 – Susan and Kim will hand out fliers for the season and Fruit Loops
- Joyce is organizing our Piccadilly Mall community signup table (first week of September).

## FALL PLANNING

AGM Planning (Wednesday, September 26, 7 pm, potluck at 5:45

- In Kim's absence, Hammy will organize the Annual Report to be reviewed by the board at its September 19<sup>th</sup> meeting. Tracy will post the report to our website.
- Hammy will draft a resolution regarding the board's intention to remain in our present venue for the board's review in the 19<sup>th</sup> and for approval by the membership.
- Kim will consider the format for the member participation portion of the meeting.
- Hammy will draft the AGM agenda
- Joyce will organize Potluck.
- Moved by Sherry, seconded by Tracy that Joyce Henderson and Lois Higgins be appointed the Nominating Committee/Returning Officers. Carried.

Fall Fair Parade

- Kim reported that a number of our young members are organizing a Shuswap Theatre presence in the Fall Fair Parade. (Thanks to Claire Hall, Ali Balloun, Ashley Honaizer, Alex Delaney and Griffin Webber)

Open House (September 22)

- Tracey will organize the Open House. Kim will MC. Theresa will operate the bar and sell T-shirts. Tracy will ask Liz if she is available organize food, for which there will be a modest budget. The Comfy Bottoms Video will be shown at the Open House.

BC Culture Days

- Shuswap Theatre and the Shuswap Arts Council have been considering hosting an all-candidates forum for the upcoming municipal election as a way to mark BC Culture Days at the end of September. Hammy will meet with the Chamber, which usually presents the all-candidates forum, to see if there is a way to bring a focus on the arts to the event, and report back.

## BUILDING

- If the new board decided to replace the stage floor, the window of opportunity is after OZone and before TOTE.
- Awning replacement - Doreen Rolheiser will be asked to research the cost of replacing the awning. She will also be asked to present a design for the front of the building and budget.

**OTHER BUSINESS**

- Disposal of surplus chair – Red chairs to be moved into the dressing rooms.

Meeting adjourned at 7:06 PM.

Next Board Meeting scheduled for September 19, 2018 at 5 PM.