

Board of Directors, Shuswap Theatre Society - Board Meeting Minutes
April 18, 2023, 7:00 pm
Shuswap Theatre, Salmon Arm, BC

In attendance: Nedine Scott, Sherry Bowlby, Howard DeLong, Laura Demulder, Mary Fabian, Winston Lee-Hai, Peter Molnar, Meredith Rusk.

Regrets: Susan MacMillan, Heather Stefanek

Guest: Craig Massey, Warren Welter

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 Mary Fabian that the agenda be approved as presented. Seconded by Peter Molnar. Carried.

Board Meeting Minutes

Motion by Laura DeMulder that the minutes of March 21, 2023 be adopted. Seconded by Winston Lee-Hai. Carried.

Finance:

1. **Treasurer's Report (Sherry)** – Financial documentation was e-mailed to Board members prior to this meeting. ST is in a sound financial position but will have to budget for necessary building renovations in the upcoming years. Discussion about memberships for youth, whose \$7.00 membership fee is waived for some productions as a recruitment tool.

MOTION by Howard DeLong to accept the April financial report as presented. Seconded by Laura DeMulder. Carried.

Sherry provided information on marketing the theatre by giving away pens

with our name on them, and info on giving our business a “digital edge.”

2. **Funding and Sponsorship Committee Report (Howard)** – Highlights of attached report:

- We did not receive the \$17,000 grant for TOTE for multi-year funding, though we received \$6,000. ST will likely have to cover some of TOTE’s expenses this year.
- We received a grant of \$2,000 for Musical Youth Summer Theatre (MYST) and are still waiting for word on another grant.
- Out of 23 businesses approached, 6 came through and provided sponsorships for *Concord Floral*.



Funding &
Sponsorship Report

Board Business:

3. **Rotary Volunteer Request (Howard)** – The Rotary folks have reached out to Shuswap Theatre for volunteers to assist with their upcoming Food Drive on April 22nd and for the cleanup of the Haney Heritage Village and Museum on May 6th.
4. **Chances Casino Event Request (Howard)** - The Casino would like to partner with ST in presenting a dinner theatre-murder mystery at their venue, in the fall. Howard has spoken with James Bowlby about directing the play. Much follow-up needs to occur before ST can commit 100 per cent. Howard will follow-up with the Casino. They will promote the event. Laura will mention this idea to the Artistic Committee.
5. **Volunteers** – Julia Body submitted a report. She has provided info to a few people who have expressed interest in volunteering. The Artistic Committee is hoping to offer Theatre 101 in early fall. Julia would like to have another Volunteer Appreciation event at the theatre in late June.

Artistic:

6. **Artistic Committee (Laura)** – Laura presented a written report. Discussion about the importance of allowing different people to direct shows, instead of relying on only a few individuals. The 2023-24 season was finalized.

MOTION by Mary Fabian to approve the proposed 2023-24 season.
Seconded by Peter Molnar. Carried.

Treasure Island, Nov 3/23 to November 18/23, director Julia Body
Dry Streak, Feb 16/24 to March 2/24, director Howard DeLong
Outside Mullingar, Apr 26/24 to May 11/24, director Kim MacMillan

7. **Concord Floral and Festival** – Producer Jaci Metivier submitted a written report. The budget for the show was included in an email sent to Board members from Nedine on April 9th. The final 2 roles were cast a couple of weeks ago. The show will have multiple sound and light operators throughout the run. Advertising is starting to trickle out: media release, social media, posters, etc. Costumes and set are coming together. The matinee on May 7th will be cancelled, as not all of the performers will be available. The date for this show at O Zone Festival in Kelowna is May 24th. Board members are invited to the dress rehearsal on May 4th.

MOTION by Peter Molnar to approve the production budget for *Concord Floral*. Seconded by Howard DeLong. Carried.

The Board is in favour of hosting the O Zone Festival in 2024. Mary can share this at the O Zone AGM in Kelowna on May 25th.

8. **Theatre On the Edge (TOTE)** – Ann Skelhorne submitted a written report. There are now 5 signed artists, and 2 verbally-confirmed artists/groups. There are 2 artists on the waitlist and there is a signed agreement for a workshop. \$6,000 in grant funding has been received. Planning continues.

Building:

Building Façade Project

9. **Operation Facelift Fundraising Committee (Howard)** – We received \$7,500 from Shuswap Rotary today, allowing us to reach our initial fundraising target. There is also another grant application for \$25,000 from Coop that we are still waiting to hear about – there are still many other building renovations needing to be completed. Chances Casino will be donating \$3,000, as well.

Building Design Committee (Craig Massey, Warren Welter) – Warren presented a 3D version of his design concept for the building façade. Craig presented the revised budget for the new design, which has no electronic marquee. The budget includes the cost of metal ‘fencing’ outside the green room door. Discussion about the possibility of increasing the proposed 15 ft by 8 ft structure over the entrance way. Craig will speak to the City about this. The landscaping structure work outside the building is deteriorating and will need to be replaced; this will be another costly, but necessary project.

MOTION by Sherry Bowlby to approve the proposed façade design with the understanding that minor adjustments may occur. Seconded by Peter Molnar. Carried.

Miscellaneous – The idea about having the sea can (storage container) painted by youth associated with a non-profit agency was put forth.

Meeting adjourned at 8:35 pm

Next meeting: May 16, 2023, at 7:00 pm

Minutes recorded by Mary Fabian