

Board Of Directors, Shuswap Theatre Society
Board Meeting Minutes
July 9, 2024 - 7:00 pm, Salmon Arm, BC

In person attendance: Nedine Scott, Howard DeLong, Laura Demulder, Susan MacMillan, Meredith Rusk, Bridgid Hall

Guests: Ann Skelhorne, Kim MacMillan

Zoom: Maggie Chafe

Regrets: Winston Lee-Hai, Meaghan Delaney

Absent Without Regrets: Peter Molnar

Call to order: 7:04pm

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 Susan MacMillan that the agenda be approved as amended.
Carried.

Board Meeting Minutes

Motion by Maggie Chafe that the board meeting minutes of June 11, 2024 be adopted. Seconded by Bridgid Hall. Carried.

Finance

Treasurer Report & Bookkeeper Report

No report in Winston's absence. Shuswap Theatre is currently pursuing a new treasurer as well as working on a new budget for next year.

Funding and Sponsorship Committee Report (Howard)

The heat pump is installed and almost fully paid. There was a discussion about fundraising ideas and specific projects as well as recurring donations. Motion by Meredith Rusk to approve the report as presented. Carried.

Board Business

Insurance Provider

Nedine will contact Craig.

Indigenous Reconciliation (Meredith)

No report

Box Office Update (Kim)

Kim has been working with Brushfire for the last couple months. The technical support has been impressive and the risk to try it out is very low. Brushfire has agreed to sell the tickets for MYST - Peter Pan production with no fees to us which would save us money. But, we would have to purchase 2 square terminals and we could use the money saved from fees to purchase the terminals.

Motion by Meredith Rusk to purchase 2 square terminals up to \$900.
Seconded by Laura DeMulder. Carried.

Approval Of Ticket Prices 2024/2025 Season

Motion by Howard DeLong that the ticket prices for the 2024/2025 season will be \$27 Adult, \$20 Student, \$12 Child. \$75 Subscription with no additional ticket fees. Seconded by Meredith Rusk. Carried.

Setting AGM and Open House Dates

AGM - Sunday September 29, 2024

Open House - Saturday September 21, 2024

Fall Fair Parade

Saturday August 24, 2024

Motion by Meredith Rusk to give \$300 for the fall fair float supplies.

Seconded by Howard DeLong. Carried.

Marketing and Publicity Committee Report

The committee met to start planning the brochure with a printing deadline of August 15. The expense of the program covers for the entire season is very high. So, there will be individual program covers for each show instead. There was discussion about possible sponsors or ads for each show vs the entire season.

Community Radio Voices - Kim received an invitation from Voice of the Shuswap to ask if Shuswap Theatre would be interested in participating. It is a program that promotes downtown Salmon Arm. It will talk to people about the history, challenges, pandemic and what the future looks like. Kim and Susan will do the interview.

Building:

Building Facade Project

Nedine will contact Craig

Building General Update

The A/C has been installed in the dressing room and the only room in the theatre without it is the booth. Ann will look into it.

Action: Nedine will talk to Craig (quotes)

Artistic

AC Report (Laura)

The committee is exploring workshops for fall/winter. Planning is underway for the 2025/2026 season with the possibility of Christmas as our fall production. The possibility of adding credits, warnings and suggested age to the brochure was discussed. Another idea was sharing production notes with producers to provide suggestions and feedback from past postmortems. Play readings will continue the final Wednesday of each month starting in the fall.

The Mousetrap Report

Julia & Nedine are co - producers mentored by Susan. The play is fully cast with both new and returning people. The budget will be hopefully presented in August.

Tech Report (Ann)

There is a dire need for a new dimmer pack ASAP. The cost is approximately \$2000. It is needed ASAP but especially by October for the start of the 2024/2025 season. The new mac is in. The old one may be kept outside the booth.

TOTE (Ann)

Ann gave a brief overview and asked what the board would like to hear more about. Ann will present this information at the next meeting.

Meeting adjourned at 9:13 pm

Next Meeting: August 13, at 7:00pm

Minutes recorded by Bridgid Hall