

RCMPI Board of Directors Meeting
Tuesday, February 12, 2008, 7:30 p.m.
Judy Steibelt's home, 440 Cole Road

Attendance: Tom Gould, Brenda Van Esch, Marnie Jutzi, Werner Eitzen, Earlla Vickers,
Judy Steibelt (quorum not met)

Regrets: Karen Allen, Sheila Douglas, Sarah Kenny, Meeghan Nolasco, Matt
Middleton, and Todd Broatch (Currently on leave: Laurie Garbutt)

Agenda:

1. Approval of Agenda
2. Approval of Minutes of last meeting (January 9th, 2008) and review of action list
3. Treasurer's Report
4. Show Update – *Mikado*
5. Show Update – *Beauty and the Beast*
6. Committee Introduction and Updates:
 - a) Artistic Direction
 - b) Resource Development
 - c) Membership and Communications
 - d) Facilities
7. Other Business
8. Date of Next Meeting (Tuesday, March 11th, 2008)
9. Adjournment

NB: Because quorum was not met for this meeting, the minutes will have to be ratified at the March 11th, 2008 meeting.

- i. Minutes/Action List from January 9th, 2008

Marnie read the minutes from the last meeting for those who were present.

- ii. Marnie read a draft of a letter that will be sent to Marion Guyatt and André Cloutier regarding their threat to walk out on *Kiss Me, Kate* a week prior to the show's opening. She invited suggestions for proper wording to convey the Board's disapproval with the situation.
- iii. Bette Stoddart has resigned from the Board effective January 17, 2008.

- 1) Treasurer's Report

Current bank balances were reported

A cheque in the amount of \$2,000.00 was received from The City of Guelph. This represents a grant from the City. A cheque for \$1,000.00 was received from Brubacher Cressman.

2) Show Reports – *Mikado*

- i. Things are progressing despite the weather and the cancellations it brings.
- ii. Most of the forms and fees are in from the cast.
- iii. T-shirt orders should be in soon.
- iv. Orchestra scores are in and the rehearsal schedule is almost finalized.
- v. We are looking to borrow costumes from Kincardine.
- vi. We are also looking for build space.

Beauty and the Beast

- i. It's slow going and a meeting is in the process of being scheduled.
- ii. Karen has offered to help Sarah.

3) Committee Reports

Communication/Membership Committee

- i. They have tried to map out all of their responsibilities for the entire year. What they have managed to create is a living document.
- ii. They would like to have a cast dinner on the 28th of April between shows and they would like some assistance coordinating it. They have approached the Facilities Committee with this request.
- iii. They would also like to know the dates for *Beauty and the Beast*. Facilities Committee to book River Run Centre.
- iv. They would like a sponsorship deal for programs that would span the year. Resource Development has been assigned this task. M&T is at the top of the list for sponsorship.
- v. There is a plan in the works to have canvas bags made up with advertising for the 30th anniversary of RCMPI. They would be sold for \$10.00 a piece (other price suggestions - \$12.00 for RCMPI members and \$15.00 for non-members).

Artistic Direction Committee

- i. The mandate of this committee will be determined at their next meeting and the role of the Production Coordinator will be more fully defined.
- ii. This has become a full-time committee
- iii. They will review *Kiss Me, Kate* post-production reports.

Resource Development Committee

- i. They will be revamping the sponsorship letters that are sent out to potential sponsors.
- ii. Petro Canada is one that we will consider along with Blackmont.
- iii. The committee may look into dinner/theatre/hotel packages.

Facilities Committee

- i. They have contacted Sarah with regards to build space for *Mikado*. They believe that Ed Video is the space that is being used for this show.
- ii. This committee needs more members and a mandate.
- iii. Inventory needs to be done at the barn.
- iv. They would like to maintain all contacts that they formed over the last year, i.e. builders and build space.
- v. Crimea has also been cleaned up and organized over the last few months.

4) Next Meeting

Tuesday, March 11th, 2008. Location: Brenda Van Esch's home

5) Adjournment

Meeting adjourned at 8:50 p.m., moved by Judy.

Action list from February 12th, 2008

Item	Personnel	Deadline	Action Taken
Letter to be completed and sent to Marion Guyatt and André Cloutier	Marnie and Tom	ASAP	Done
Dinner for cast of <i>Mikado</i> on April 28th	Communications and Membership and Facilities Committees	ASAP	Work in progress
Sponsorship for the entire year	Resource Development Committee	ASAP	Work in progress
Mandate for Artistic Direction Committee and definition of the role of the Production Coordinator	Artistic Direction Committee	ASAP	
Re-vamping of the sponsorship letters	Resource Development Committee	ASAP	Work in progress

Build space for <i>Mikado</i> and <i>Beauty and the Beast</i>	Facilities Committee	ASAP	Ongoing
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