

**RCMPI Board of Directors Meeting Minutes**  
**Monday, September 8, 2008**  
**Tom Gould's home, 138 Kortright Rd W, Guelph**  
**7:00 p.m.**

**Attendance:** Tom Gould, Meeghan Nolasco, Laurie Garbutt, Zeeke Hamilton, Michael Mitchell, Judy Steibelt, Luisa Lago

**Regrets:** Brenda Van Esch, Sarah Whalen, Karen Allen, Sheila Douglas, Todd Broatch,

**Currently on leave:** Earlla Vickers

**Agenda:**

1. Approval of Agenda
2. Approval of Minutes of Last Meeting (Jul 8<sup>th</sup>) and Review of action list
3. Discussion and ratification of issues from cancelled meeting on Jul 29<sup>th</sup>.
4. Treasurer's Report
5. Show Report – Beauty and the Beast
6. Facilities – build space
7. Show Report – Blood Brothers
8. Committee Introduction and Updates:
  - a. Artistic Direction
  - b. Resource Development
  - c. Membership & Communications
  - d. Facilities
9. Strategic Plan
10. Other Business
11. Date of Next Meeting
12. Adjournment

Item	Discussion	Notes
<b>1.0</b>	The Agenda was approved.	
<b>2.0</b>	The minutes from the July 8 <sup>th</sup> meeting were approved with amendments	
<b>3.0</b>	There was action taken since the last meeting that were communicated by email and require ratification: 1 – Ticket prices for Blood Brothers set at \$24 and \$22 – a \$2 increase from the last couple of spring shows. 2 – Royalties for blood Brothers have been quoted at approximately \$3500. 3 -	
<b>4.0</b>		

	<p>Meeghan reported the current balances.</p>	
<b>5.0</b>	<p>Due to Sarah's ill-health, Meeghan and Luisa have been taking the lead on the production.</p> <p>Rehearsals have started.  We have a lighting designer.  We need build space  Set discussions between Corina and Michael are ongoing, but we need a space to start building.  There have been some more cast drop-outs, but none of the lead roles are affected. There is no need at this point to add to the cast.</p> <p>We are still looking for an ASM for the children and possibly another ASM.</p> <p>Sheila Todd will be doing sound design for us, Werner Eitzen will be doing sound ASM.  Marliese Ferarro has agreed to do make-up</p> <p>OrchExtra has been rented to supplement the orchestra.</p>	
<b>6.0</b>	<p><b>Facilities Build Space</b>  A general discussion and suggestions for build spaces.  Suggestions:  Approaching Fostett and Andrew Anderson (Devlan)  Michael has a real estate agent looking for space  Also suggested checking with local school boards.  Possibly talking to Alicia as has grandparents have a 'hobby' farm and were able to provide good space for sewing bee.  Communication with cast members to see what's out there.  Failing that, we need to look at new contacts for vacant space around the city.</p>	
<b>7.0</b>	<p><b>Blood Brothers</b>  A meeting was held between Tom and the Blood Brothers team to make sure we are on the same wavelength regarding the scope of the show.  Things went well until a communication was received after the meeting indicating that there was indeed a discrepancy between some of the directorial team members and our budget.</p>	

	<p>There is a request for an honorarium to be paid for Blood Brothers.</p> <p>This was discussed by the Board and the Board is very reluctant to start a precedent of paying honoraria for the spring show. These shows have a small audience and with the additional costs of the royalties this year, the budget is particularly tight. It was suggested that there was room within the orchestra budget to allow the MD to allocate funds within that budget as he sees fit, within the parameters of providing an appropriate ‘sound’ for the show.</p> <p>It was further suggested that this request only affects a portion of the directorial team and the show selection itself is not in jeopardy if the MD pulls out.</p>	
<p><b>8.0</b></p>	<p><b>8.1 Artistic Direction Committee</b></p> <p>The artistic committee has been working on an Audition Policy that should be brought to the next meeting.</p> <p>They are also working on a database of technical resources for future shows.</p> <p><b>8.2 Resource Development Committee</b></p> <p>The budget has been reviewed again and is being presented for approval. The budget has been balanced by increasing our ticket sale revenues which were originally set at the low end of expectations, by reducing the facilities budget and by returning several other line items – including costumes that was set high for 2008 based on the selected shows.</p> <p>The budget was presented and approved.</p> <p><b>8.3 Membership and Communications Committee</b></p> <p>The corn roast went well, after a dodgy weather call – steady rain in the morning caused us to cancel the event, and then almost immediately reinstate it when the weather suddenly cleared. It was well received by those who were present, but there seemed to be less food than in previous years. Meeghan questioned the ‘purpose’ of the</p>	

	<p>event and suggested that this be clear when future decisions are made.</p> <p><b>8.4 Facilities Committee</b></p> <p>Norfolk Street United rehearsal space is up and running.</p> <p>The barn cleaning day has still not happened.</p>	
<b>9.0</b>	Strategic Plan was mentioned, but no action was taken as it was getting late.	
<b>10.0</b>	No other business	
<b>11.0</b>	<p>Michael suggested moving the next two meetings to the first Monday of the month to avoid Thanksgiving and Tech week conflicts.</p> <p>Next meeting set for Oct 6<sup>th</sup> at Judy's.</p> <p>Michael offered to host the November meeting.</p>	
<b>12.0</b>	Meeting adjourned	

**Action List**

<b>Item</b>	<b>Personnel</b>	<b>Deadline</b>	<b>Action Taken</b>
<p>Build space items:</p> <p>Touch base with Todd to find out who he has contacted:</p> <p>Contact cast members</p> <p>Contact school board</p> <p>Follow up with real estate contact</p> <p>Keep eye out for any other opportunities</p>	<p>Facilities</p> <p>Tom</p> <p>Tom</p> <p>Laurie</p> <p>Michael</p> <p>Everyone</p>	ASAP	
Childrens ASM	Michael has someone he is going to contact		
Audition Policy	AD Committee		
Reschedule barn cleaning day	Michael		