

RCMPI Board of Directors Meeting
Monday, January 9th 2008, 7 p.m.

Attendance: Sarah Kenny, Tom Gould, Marnie Jutzi, Sheila Douglas, Werner Eitzen, Meeghan Nolasco, Judy Steibelt, Bette Stoddart, Todd Broach, Matt Middleton, Earlla Vickers

Regrets: Brenda
(Currently on leave: Laurie Garbutt)

Agenda:

1. Approval of Agenda
2. Approval of Minutes of last meeting (Nov 12th) and review of action list
3. Treasurer's Report
4. Show Report – *Kiss Me Kate*
5. Show contingency planning / understudies
6. Production Coordinator Selection
7. Show Update – *Mikado*
8. Show Update – *Beauty*
9. Committee Updates:
 - a) Artistic Direction
 - b) Resource Development
 - c) Membership and Communications
 - d) Facilities
10. Other Business
11. Date of next meeting (Tues. 12th Feb?)
12. Adjournment

Action List from November 12th Meeting:

| Item | Personnel | Deadline | Action Taken |
|---|--------------|--------------------|--------------|
| Contact directorial candidates for the fall 2008 show | AD Committee | asap | Done |
| Prepare for move-in to River Run Centre and for Tech week | Marnie | asap | Done |
| Research into whether we should lock in our extra funds | RD Committee | Beginning of 2008? | |
| Send e-mails to nursing homes to advertise <i>Kiss Me, Kate</i> | Judy | asap | Done |
| Arrange for mobile signs to advertise the <i>KMK</i> | Judy | asap | Done |
| Purchase gifts for the <i>KMK</i> team members who are receiving them | Meeghan | asap | Done |

Moved by Matt seconded by Sheila, carried.

1) Treasurer's Report

Current bank balances were reported

- i. Year end balance was \$-9000.00
- ii. 2006 GST rebate has been received approx \$1900.00
- iii. Refund from Tam's Wittmark of approx \$900.00

Treasurer's report moved by Matt, seconded by Sarah , carried.

2) Show Report

- Marnie said that she felt that Kiss Me Kate was overall a good show
- There was much positive feedback from the audience
- All show reports are in and will be reviewed by the Artistic Direction Committee
- Marnie has asked for reports from Gary, Luisa, and Corrine
- We should keep Michael Mitchell in mind for future shows as he was a great help backstage
- Marnie will be paying the difference for the 5x7 photos (\$172.00) and Meeghan will issue a tax receipt
- We will be writing a letter to Marion and Andre addressing their inappropriate behaviour
- Earlla and Marnie will draft something and bring it back to the board

Show report moved by Bette, seconded by Tom, carried.

3) Committee Reports

Artistic Direction Committee

- i. Discussion surrounding the role of Production Coordinator occurred. The decision was to keep the role as is for now.
- ii. Marnie nominated Sarah for the position of Production Coordinator for the spring 2008, fall 2008 and spring 2009 productions. Judy 2nded.
- iii. Beauty & the Beast Update – A meeting with Corina, Ryan, Deanna, Julie, Marnie, Tom and Sarah was held. There remains an issue that must be cleared up before much progress can be made. Sarah to look into a resolution to this.
- iv. Mikado Update – Auditions are set to go, we have 51 people with auditions at this point. Not a lot of men auditioning. We have sold 10% of the tickets.

Resource Development Committee

- i. Discussed approaching Meridian regarding their Communities Foundation and contacting the companies who purchase blocks of tickets (Blackmont, Sleeman, Linamar) about sponsoring a show.
- ii. Discussed moving the Gala from a Thursday evening to Friday
- iii. We sold 43 tickets to the Gala, the silent auction raised \$800.00 approx 50% of the value of the items donated, the budget was \$1000.00 and we spent \$945.00
- iv. There was some discussion about letting the cast know exactly how their participation fee was spent and we decided that we don't need to do that.
- v. Got feedback from Kim Gould about how best to invest our money. She advised us that the best investments for us would be GIC's or a high interest savings account. We decided to keep our money in the high interest savings account for now.

Communication/Membership Committee

- i. The Communications Committee is having a retreat on January 20th at McNeil to get show priorities set.
- ii. They will be discussing how to handle publicity in the future
- iii. The next issue of Stagewrite should come out shortly after the casting for The Mikado is finalized so we can list the cast in the issue.

Facilities

- i. Need to find build space for the 2008 season
- ii. Perhaps we should put a PSA out asking for space
- iii. Need to find a carpenter for The Mikado depending on what the set is going to be.

4) Other Business

Todd Broach is interested in coming on the Board. Sarah nominated Todd for the Board and Sheila seconded.

5) Next Meeting

The next meeting will be on Tuesday, February 12, 2008 at Judy's house

Regrets for the next meeting: Meeghan and Sheila

6) Adjournment

Meeting adjourned, moved by Sarah and seconded by Meeghan, carried.

Action List

| Item | Personnel | Deadline | Action Taken |
|------|-----------|----------|--------------|
| | | | |
| | | | |