

Kanata Theatre Board Meeting Minutes - January 4, 2010

7:00 pm – Rehearsal Room, RMP

ATTENDEES

Jenefer Haynes, Jim Holmes, Wendy Wagner, Rob Fairbairn, Carol Hussey, Melissa McCallum, Theresa Williams, Paul Gardner, Saxon Lively

ABSENT

Eufron Williams, Chris Story

1. Jenny called meeting to order at 7:05 pm
2. **Approval of Meeting Minutes December 1, 2009**
 - Moved by Jenny, 2nd by Paul
3. **Business Arising/Action/Follow-Up items**
 - **Mary Mauger Memorial**
 - Jenny confirmed the following details:
 - RMP booked and confirmed for afternoon **Sunday, April 18, 2010**
 - Ted has donated \$1,000 this year and will continue on each succeeding year
 - Photo and story will be prepared for display – **Action: Jim**
 - "Mary Mauger Auditorium" signage to match existing will be ordered and installed for this event – **Action: Paul**
 - The KT existing scholarships awarded to graduating High School Students each summer will each be increased by \$100 and renamed "*Kanata Theatre's Mary Mauger Award*" or similar.
 - Kanata Symphony will be approached to request string quartet play at event – **Action: Jenny**
 - Logistics of Memorial will be decided at February Board Meeting
 - **KT Investment Opportunities**
 - Jim and Theresa will look into future investments other than ING with Royal Bank before next meeting – **Action: Jim/Theresa**
 - **Re: Karl's Proposal – The Ontario FIT Program**
 - Discussions took place and opinions differed greatly. Jim feels that entering into such an investment would be like running an additional business, when we are specifically in the business of producing plays. He feels we do not need another source of income, and such a huge capital expenditure could be used towards expanding the RMP, for example. Wendy reported that the City

were “greening” other buildings in this way. Jenny pointed out that Paul’s mandate was only to go to the City to seek approval of this proposed purchase, before we even discuss the pros and cons. Paul asked for a vote from the Board as to whether he should pursue these enquiries with the City. So far he had received positive feedback from City staff, but due to the Christmas and New Year’s Holidays, had not been able to speak with any managers so far. However, he did learn that if KT were to go with this program, our charitable status would not be affected in any way. A vote was taken, and the majority of the Board members would like Paul to continue with this research and report back at next meeting. **Action: Paul**

4. *Andrew’s Report – Re. Holiday Play*

- Much discussion took place on many items surrounding this report. Jim emphasized that the Holiday play falls under his portfolio, but Andrew had offered to take on the task of Holiday play selection as well as to find directors. Jim was happy to allow Andrew to do this, but will take it back if necessary. However, if he were to do this, he would revert back to the tried and true, yet still challenging, 1-Act, 1-hour productions involving audience participation aimed at younger children and their families. There was discussion on whether the full length 2-Act play for older children and families is the way to go in the future. Box Office sales were considerably down for Boxcar Children when usually the holiday plays are sold out for every performance. So much was talked about from changing the time of year for the holiday play, using KT Kids and KYOS to perform the play, how to encourage new Directors to come on stream, etc. Finally, as suggested in Andrew’s report, it was agreed by the Board that a special KT meeting-come-workshop would be organized by Carol, Jim and Andrew at which time these issues can be thrashed out in order to find a satisfactory solution and/or reach a final decision
- **Action: Carol/Jim/Andrew**

5. *Scheduling of RMP*

- The issues that were raised were many but discussions were inconclusive and it was felt that at this time there is nothing much to be done any differently.

6. *Director’s Reports*

- Vice-President – Wendy - No report
- Past-President – Rob - No report
- Secretary – Chris - No report

- Treasurer - Theresa

Theresa said everything is looking good, nothing much to report at this time.

- Publicity – Melissa

Melissa was pleased that Boxcar received an honourable mention in "Best Bets", Ottawa Citizen. Jim heard a good plug for the production on CBC Radio, "All in a Day" and stated that it is the only play on in town during this time slot. Even though Boxcar received the same amount of coverage as all "main stage plays" Wendy suggested the holiday play receive more publicity earlier. Melissa said this would have clashed with Having a Wonderful Time which ran until end of November.

- Training – Carol

Carol will arrange for a New Member's night at end of January or beginning of February. She hopes to get much more response this time around.

- Plays – Jim - No report

- Operations – Paul

Paul pointed out the pile of new risers which are now completed and currently stored in rehearsal room. Intention is to purchase racks to store folding chairs and use space where chairs are stored for new risers.

Also: Electrical work has been completed in Box Office and also for new TV. Paul is now looking out for a good buy on a cameral as the new TV reception is so good, that the old camera is not up to it!

Paul will be calling in door technicians to repair/replace worn closers on main entrance doors.

Since Paul published security procedure notice in Greasepaint, there has been no more false alarm calls.

Jim will purchase new rubber-backed winter mat for entrance at Stage Door.

- Student Member – Saxon - No report
- Box Office – Eufon - Report attached
- President - Jenny - No report

7. New Business

- **Ticket Prices:**

It was decided not to increase the price of tickets this season.

- **Printing of brochures etc.**

Because it has become increasingly more difficult to work efficiently with usual printing firm, Wendy has opted to use Gilmour's for all future work. She will need to open an account with them in order to do this. The Board approved giving Gilmour a retainer for this purpose.

8. *Next Meeting*

The next Board Meeting will take place on **Monday, February 8th at 7 pm**
Location in RMP TBA

Meeting adjourned at 8:41 pm
Jenefer Haynes, Recording