

RCMPI Board Meeting

MINUTES

FEBRUARY 23 2015

7:00 PM

CARRIE'S HOUSE

MEETING CALLED BY	Karen Allen
TYPE OF MEETING	Board of Directors Meeting
FACILITATOR	Karen Allen
NOTE TAKER	Tom Gould
CALLED TO ORDER	7:05pm
APPROVAL OF AGENDA	Motion: Gary 2 nd : Tom – All in favour
APPROVAL OF PREVIOUS MTG MINUTES	December 17 th meeting: Motion: Gary 2 nd : Holly – All in favour February 2 nd meeting: Motion: Gary 2 nd : Tom – All in favour
PRESENT	Karen Allan, Carrie Gordon, Holly Reid, Jenn Peters, Tom Gould, Gary Roche, Tyler Livingstone
REGRETS	Rachel Guthrie, Paul Pengelly, Jeff Perkins

Agenda Topics-

CONFIDENTIALITY REMINDER

KAREN ALLEN

DISCUSSION	This will be a standing agenda item, as a reminder to the Board at the beginning of each meeting.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Bring forward to each agenda	Karen	Ongoing

ACTION ITEMS

KAREN ALLEN

DISCUSSION	Christine Boyadjian- graphic designs – Holly	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
This item was deferred .		

TREASURER'S REPORT

RACHEL GUTHRIE

DISCUSSION	Updated bank balances are not available, however, there have been no significant expenditures or revenues since the last meeting.
	Carrie reported that the last Storm game 50/50 draw raised \$2,114.90
	Still awaiting HST cheque. Work on financial statements is underway.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

SHOW REPORT- ROCKY HORROR

JEFF PERKINS

DISCUSSION	Show is progressing well. Jeff has been making appearances at more rehearsals, monitoring both cast and crew, and the team seems to be gelling well. Currently working with SM and Director on one cast member and an attendance issue. Spending has been light so far. There may be mild pressures on the costume budget, but these will be offset with savings elsewhere. Production meeting to be scheduled for next week.	
	Board members are encouraged to attend at least one run through rehearsal, to show board support, as well as to gauge the show for themselves. This show is stretching the boundaries of the company, and we want to make sure we all feel that we are well represented.	
	Tyler reported that blocking and choreo has been completed and the cast are now working on runs. Despite being ahead of schedule, there is no plan to drop rehearsals. Set materials have been ordered. Work on props has started. The band has been hired.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

SHOW REPORT – FIDDLER ON THE ROOF

HOLLY REID

DISCUSSION	No updates on production team.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Karen is following up with River Run Centre with regards to the facility contract for the show.		

COMMITTEE REPORTS – ARTISTIC DIRECTION

PAUL PENGELLY

DISCUSSION	AD will be meeting in March. No report.	
	There was some discussion on the content that is included in the show proposal invitation. Some felt that listing shows implied a preference for certain shows which may limit proposals. It was suggested that there is a balance between providing context and 'keeping it real', and leaving things so open ended that there may be unrealistic proposals.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

COMMITTEE REPORTS – R&D

TYLER LIVINGSTONE

DISCUSSION	There has been no meeting.
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Jason has done work on the floor in the build space to make the space safer/more useable.

The current rehearsal space arrangement for Rocky is adequate – the Crimea space is good. The Harcourt space is ok, but not ideal. Still hunting for fall rehearsal space.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**COMMITTEE REPORTS –
PUBLICITY**

TYLER LIVINGSTONE

DISCUSSION	Ongoing work for Rocky.	
Gary confirmed his intention to approach Penny Whistle and Sips Club to participate in Sip for the Stage.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**COMMITTEE REPORTS –
SOCIAL**

HOLLY REID

DISCUSSION	The committee is investigating member engagement including youth involvement.	
Plans are being made for a Fiddler cast welcome event.		
Awards night has been moved to September 18 th .		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**COMMITTEE REPORTS –
CONSTITUTION TASK FORCE**

GARY ROCHE

DISCUSSION	The committee met and has provided proposed updated by-laws to the Board. The committee is now working on the consolidated code of conduct policy and a Vulnerable Sector policy	
The proposed by-law changes were presented to the Board		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Board members to review the proposed by-law document so that the can be discussed at the next board meeting and, if moved forward, will be presented at the AGM.		

**COMMITTEE REPORTS –
NOMINATION**

CARRIE GORDON

DISCUSSION	No meeting.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

AGM

KAREN ALLEN

DISCUSSION	The meeting space at Crimea St has been booked for April 14 th .	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

EVENTS CALENDAR

TYLER LIVINGSTONE

DISCUSSION	Nothing to report.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

GLT/RCMPI COLLABORATION

PAUL PENGELLY

DISCUSSION		
	The dates are confirmed for the GLT/RCMPI performance. Sept 9-13	
	There was a discussion of the production, and it was suggested that the Board needs to have more clarity about the production and, specifically, the decisions it needs to make to support the production.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Gary to attend a production meeting on Mar 13 th .		

OTHER BUSINESS

KAREN ALLEN

DISCUSSION	Proxy voting – Tom has pointed out that as far as he is aware, there is no process for proxy voting during board meetings. Proxy voting is a process that is intended to provide a voice for members at member meeting due to the reality that not all members will be able to attend meetings. Board members are elected to represent the members and this responsibility cannot be transferred.	
	The subject of Honoraria was discussed in general terms again. Tyler and Jeff are continuing to try to find was to improve this. It was suggested that the existing honoraria process would be followed for Fiddler and that any approved changes would be implemented for future shows so that any implications of those changes can be communicated to proposers.	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

NEXT MEETING:
MONDAY MARCH 23, 7PM, AT
CARRIE'S

ADJOURNMENT:	Motion: Tyler 2 nd : Jenn All in favour. Adjourned at 9:05pm
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Parking Lot: