

# RCMPI Board Meeting

## MINUTES

NOVEMBER 10, 2014

7:00 PM

CARRIE'S HOUSE

MEETING CALLED BY	Karen Allen
TYPE OF MEETING	Board of Directors Meeting
FACILITATOR	Karen Allen
NOTE TAKER	Jeff Perkins
CALLED TO ORDER	7:04pm
APPROVAL OF AGENDA	Motion: Rachel 2 <sup>nd</sup> : Jenn
APPROVAL OF PREVIOUS MTG MINUTES	Motion: Carrie 2 <sup>nd</sup> : Gary
PRESENT	Karen Allen, Carrie Gordon, Tyler Livingstone, Jenn Peters, Jeff Perkins, Gary Roche, Rachel Guthrie, Holly Reid (Guest)
REGRETS	Paul Pengelly,

## 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

### TREASURER'S REPORT

RACHEL GUTHRIE

DISCUSSION		
Bank balances were reported.		
<b>Audit reports from RLB handed out to Board members. Preparing account balances to handle show monetary outputs.</b>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**ACTION ITEMS**

**KAREN ALLEN**

<b>DISCUSSION</b>		
<p>Scrooge DVD- we will go ahead with Natalie's solution of filming and posting to Dropbox. Paul to followup with Natalie. Tyler to follow up with Lorne.</p> <p>Director's Insurance- Rachel – Our regular policy came in. Rachel to email to Karen to get it to the River Run before Load-in. DNO insurance has been approved, still waiting on third policy.</p> <p>Knox- Jeff (Carrie abstains) – Jeff updated on new Knox payment schedule and unavailability of Thursday Night</p> <p>Nominees for Board- Carrie – <b>Motion: Board to follow Nomination Committee recommendation and invite Holly Reid to the Board. Motion: Carrie 2<sup>nd</sup>: Rachel. All in favour</b></p> <p>Dates for next 2 Storm Games- December 14<sup>th</sup> (Sunday evening game) Any game in 2015.</p> <p>WODL has been contacted and told we will not be renewing our membership this year - Done</p> <p>Passwords, etc.- Jeff to be working on this after Rocky Horror – Done</p> <p>Request for group rate- Tyler – Jeff to pull 15 comp tickets for Thursday night show or Saturday matinee show (David Middleton)</p>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**SHOW REPORT – SCROOGE!**

**JEFF PERKINS**

<b>DISCUSSION</b>		
<p>Jeff reports that despite difficulties, everything is on target and ready for load-in. Issues from Thursday night rehearsal have been dealt with. Show is currently on budget, though ticket sales are still low.</p>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**SHOW REPORT- ROCKY HORROR**

**JEFF PERKINS**

<b>DISCUSSION</b>		
<p>Production team is mostly assembled.</p> <p>Audition dates are set for early December; venue TBD. Then auditions will be announced. Rehearsals will begin in January.</p>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**COMMITTEE REPORTS – ARTISTIC DIRECTION**

**PAUL PENGELLY**

<b>DISCUSSION</b>		
<p>Fall 2015 Show has been announced. Committee has not met.</p>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>


**COMMITTEE REPORTS – R&D**

**TYLER LIVINGSTONE**

<b>DISCUSSION</b>	Committee hasn't met. Motion to go in camera Rachel, 2 <sup>nd</sup> Carrie:	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**COMMITTEE REPORTS – PUBLICITY**

**TYLER LIVINGSTONE**

<b>DISCUSSION</b>	Met on October 29. Cast has been to Quebec Mall and Guelph Farmers Market. Posters are up, car magnets, promo video, colouring contest, postcards going out this week. Guelph Mercury wants to do a photo essay on the show. Tyler will pursue radio ads.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**COMMITTEE REPORTS – SOCIAL**

**KAREN ALLEN**

<b>DISCUSSION</b>	Gala planning is well underway.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**COMMITTEE REPORTS – NOMINATION**

**CARRIE GORDON**

<b>DISCUSSION</b>	Meeting via email. Approached the two nominated individuals. Tom Gould has asked to sit in on a meeting, but will not be willing to commit until after Scrooge. Sheila Todd declined. Holly Reid was nominated, and has accepted her position on the board effective this meeting.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

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**COMMITTEE REPORTS –  
CONSTITUTION TASK FORCE**

**GARY ROCHE**

<b>DISCUSSION</b>	Second meeting has been held. Policies are being worked on. Another meeting booked after Scrooge!	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**OTHER BUSINESS**

**KAREN ALLEN**

<b>DISCUSSION</b>		
	Drayton St. Jacob's Theatre is doing Pirates of Penzance in October 2015, which would conflict with our GLT/RCMPI show. Board feels that a new show should be selected.	
	There is a company coming to the River Run doing A Christmas Carol on the main stage of the River Run shortly after us.	
	Board decided on Scrooge Colouring Contest winner.	
	Cancellation of breakfast fundraiser caused no issues, and has options for rebooking next year.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
GLT/RCMPI Committee to discuss options for other shows	Committee	December 9
River Run to be contacted about conflicting promotion of shows	Tyler/Carrie	ASAP
Defer to next meeting – Rebooking of fundraiser breakfast	Board	Next Meeting

**NEXT MEETING: DECEMBER  
15<sup>TH</sup>, 6PM, CARRIES**

<b>ADJOURNMENT:</b>	Motion: Rachel 2 <sup>nd</sup> : Gary All in favour. Adjourned at 9:47 pm
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Parking Lot: