

**Attendance:** Tom, Erica, Patricia, Tanya, Denis, Janis

**Regrets:** Ben, Sarah, Aggie

**Absent:**

Topic	Discussion/Motions	Action Needed
<u>Adopt Minutes:</u> <ul style="list-style-type: none"> <li>November 7<sup>th</sup>, 2018</li> </ul>	<p><i>*Janis moves to accept the minutes from November 7<sup>th</sup>, 2018. 2<sup>nd</sup>: Tanya. All in favour (AIF).</i></p>	
<u>Reports:</u> <ol style="list-style-type: none"> <li>Treasurer Report               <ol style="list-style-type: none"> <li>Report</li> </ol> </li> </ol>	<ul style="list-style-type: none"> <li>Opening Balance (October 31<sup>st</sup>, 2018): \$2,800.62 Revenue: \$0 Expenses: \$291.88 Closing Balance (November 30<sup>th</sup>, 2018): <b>\$2,508.74</b> Savings Account Balance (November 30<sup>th</sup>, 2018): \$25,677.52 <i>Minus Built Heritage Grant (\$18,000) = <b>\$7,677.52</b></i></li> <li>Mic grant money was just deposited yesterday.</li> </ul>	
<ol style="list-style-type: none"> <li>General Operations (Annual) Budget</li> </ol>	<p>Patricia and Denis will meet now that Patricia is back from her holiday.</p>	<p><b>Denis Patricia</b></p>
<ol style="list-style-type: none"> <li>Costume Department</li> </ol>	<p>Have been renting the Santa costumes.</p>	
<ol style="list-style-type: none"> <li>Hall Management               <ol style="list-style-type: none"> <li>Maintenance Binder</li> </ol> </li> </ol>	<p>December maintenance is to shovel the roof. It is not needed at this time, not enough snow.</p>	
<ol style="list-style-type: none"> <li>Basement Renovation</li> </ol>	<p>Tom spoke with the contractor. Renovation is scheduled to start in mid-March.</p>	
<ol style="list-style-type: none"> <li>Other</li> </ol>	<ul style="list-style-type: none"> <li>Tom fixed the wobbly dress rack in the front room upstairs.</li> <li>Tom will open a contractors account at Home Hardware. All purchases must still go through the Executive or Producer.</li> </ul>	
<ol style="list-style-type: none"> <li>Membership Engagement</li> </ol>	<ul style="list-style-type: none"> <li>Attendance for King Lear was low. We need to work on doing more marketing for the upcoming member nights.</li> <li>Patricia will advertise December's member night on Bhubble.</li> <li>When planning next year's program, we need to work with the Art Councils and other arts groups to ensure that dates/events don't overlap.</li> </ul>	<p><b>Patricia</b></p>
<ol style="list-style-type: none"> <li>Show Planning</li> </ol>	<p>N/A</p>	
<ol style="list-style-type: none"> <li>Orchestral</li> </ol>	<p>N/A</p>	
<ol style="list-style-type: none"> <li>Grant Writing</li> </ol>	<p>Janis has researched keyboards and will pass the info on to the committee for the grant proposal. The keyboards will be more expensive than originally expected, but they will provide us everything we need to modernize our orchestra. Janis is to provide multiple quotes on a couple keyboards as well as quotes for cables</p>	<p><b>Janis</b></p>

	needed, a keyboard stand, a cover and anything else we will need to use the keyboard to its fullest.	
8. Organizational Development	N/A	
<u>Productions:</u>		
1. Spamalot 2019	<ul style="list-style-type: none"> <li>The orchestra have found a drummer and a percussionist. They still have two folks who need to pay their member dues. A few more will pay in the New Year when they start attending rehearsals. They also have almost all the equipment they need to preform the show.</li> <li>Jodi Beamish has had to step down as Costume Mistress. She has gotten the ball rolling by measuring everyone and creating a data base. Patricia may be able to take this on. She will contact Jodi to get all the details.</li> <li>We have had one chorus member drop out due to personal reasons. We will be able to recast their parts.</li> <li>Sets construction crew is looking for free new or used carpet. Patricia might know someone and Tanya may have some too.</li> </ul>	<b>Patricia Tanya</b>
2. Rocky Horror 2019	<ul style="list-style-type: none"> <li>Aggie was not at the meeting tonight to discuss.</li> <li>Aggie will need to find a Producer by our next meeting for us to be able to move forward. Considering she would like to do auditions in February, the Executive will have to have the show and budget approved asap.</li> </ul>	<b>Aggie</b>
3. Mainstage 2020	<p>Erica and Sarah would like to produce A Christmas Carol as our Mainstage 2020 show:</p> <ul style="list-style-type: none"> <li>Show dates at The Bailey would be Friday, December 13<sup>th</sup> (evening); Saturday, December 14<sup>th</sup> (matinee &amp; evening); Sunday, December 15<sup>th</sup> (matinee).</li> <li>Move in date would be Sunday, December 8<sup>th</sup> with a tech rehearsal. Rehearsal dates: Mon. 9<sup>th</sup>, Tues. 10<sup>th</sup> &amp; Wed. 11<sup>th</sup>.</li> <li>They researched royalties (format: venue cap- 500, min ticket @ \$15, max ticket @ \$20). Non-musical show would be approximately \$1,700 for royalties and \$425 for materials. Musical show would be approximately \$4,900 for royalties and \$1,500 for materials.</li> <li>They would like to make this a musical, so intended on using a non-musical script with added public domain Christmas songs. After researching the royalties, they decided that it would be better to write their own script which would save a lot in royalties.</li> <li>They have not decided who will Produce and who will Direct.</li> <li>There was some concern about producing 3 shows in 2019, however, this could free us up to do a small show in late winter/early spring 2020 at the Miners Hall or other small venue.</li> </ul> <p>Erica will put out another call to the membership to see if there is any more interest in producing or directing our 2020 Mainstage.</p>	<b>Erica</b>
<u>Ongoing Business:</u>		

1. Google Docs	N/A	
2. Production Policy Manual	N/A	
3. Volunteer Appreciation	<i>*Moved to Membership Engagement Committee.</i>	
4. RLOP Scholarship	<ul style="list-style-type: none"> <li>• Tanya will contact Dara Waterstreet from JL Crowe to discuss specifics.</li> <li>• Denis and Patricia need to finish up the Annual Budget to ensure it is feasible at this time</li> </ul>	<b>Tanya Denis Patricia</b>
5. Art Councils	After speaking with the folks at the Rossland Arts Council, it seems that we don't receive anything with our annual membership dues like we do with the Trail Arts Council. It was recommended that we do not pay this membership next year.	
<u>Next Meeting</u>	Tuesday, January 8 <sup>th</sup> , 6:30 pm.	
<u>Adjourned</u>	8:06 pm.	