

Attendance: Tom, Erica, Jamie, Denis, Daralyn, Tanya

Regrets: Sarah, Ben

Absent:

Topic	Discussion/Motions	Action Needed
<p><u>Adopt Minutes:</u></p> <ul style="list-style-type: none"> May 23rd, 2019 	<p><i>*Jamie moves to accept the minutes from May 23rd, 2019. 2nd: Denis. All in favour (AIF).</i></p>	
<p><u>Reports:</u></p> <p>1. Treasurer Report</p> <p>a) Report</p>	<ul style="list-style-type: none"> Opening Balance (April 30th, 2019): \$2,211.15 Revenue: \$5,286.27 Expenses: \$846.37 Closing Balance (May 31st, 2019): \$6,651.05 Savings Account Balance (May 31st, 2019): \$19,738.24 	
<p>b) General Operations (Annual) Budget</p>	<p>Daralyn will have a draft budget ready for adoption at our July meeting.</p>	
<p>2. Costume Department</p>	<ul style="list-style-type: none"> In the Fall, roughly 10 totes were filled with previously hung costumes. These were not put back after Spam ended. This took Patricia quite some time to rectify. We need to clarify who is in charge of cleaning and putting away of costumes after a show is over. Props also need to be put away where they were before the show. Members are asked to ensure that if they are up in costume department that all costumes be returned to where they were taken from and to ensure that should anything get knocked off hangers, etc. to please be sure they go back. It was suggested that it might be time to re-hide the key to the costume department. Patricia plans on presenting a budget for shelving and racks for the last room that was taken apart for renovations. Patricia is planning a costume sale for October 19th. She will need assistance with sorting and a few people to help out at the sale. 	
<p>3. Hall Management</p> <p>a) Maintenance Binder</p>	<ul style="list-style-type: none"> Check and tag security lights. This was done in March. All our fire extinguishers are too old a need to be replaced. 	
<p>b) Electrical</p>	<p>Our grant proposal was approved for the extended amount of \$4,200. We have to wait for the official announcement and then Tom will schedule the electricians. We will have to clean out the flats room in preparation for this. We will need to get a work party organized.</p>	

c) Equipment Rental Agreement	Denis has updated it and will send it out to everyone via google docs.	
d) Other Hall Issues	The Hall could use a good and thorough cleaning. It was suggested we consider hiring professionals due to lack of volunteers and time. We will add to agenda for further discussion.	Erica
4. Membership Engagement a) Culture Tour	Janis brought in a few of her ideas for the tour. She would like to focus on the paranormal aspects of our Hall by having guided tours. She would like to bring up some of the pictures and items from the music room upstairs to display during the tour. Janis will need the list of those who volunteered at the AGM.	
5. Show Planning	Aggie did up a final report on some ideas for future shows. This info has been passed on to Daralyn. Daralyn and Tanya have met to discuss the possibility of doing Chicago for Mainstage 2020. Tanya would be willing to direct and has found someone to be musical director. Tanya has been asked to bring a proposal to the next meeting.	Tanya
6. Grant Writing	The keyboard grant also came through!	
7. Organizational Development	N/A	
<u>Productions:</u>		
1. Rocky Horror 2019	Denis brought in an updated budget for us to peruse. Rocky made roughly \$2,500 profit.	
2. Mainstage 2020	See above - Show Planning.	
<u>Ongoing Business:</u>		
1. Google Docs	<i>Can be removed from agenda.</i>	
2. Production Policy Manual	This will be handed over to the Organizational Development Committee to finish up for the 2019/2020 season.	
3. Website	N/A - <i>See previous minutes.</i>	Sarah
4. Orchestral	N/A	
5. RCAC Proposal	Patricia has become our rep and will attend the meetings. She has not been available to attend yet though.	
6. Insurance	<i>Tabled.</i>	
7. Hall Photos	<i>Tabled.</i>	
8. Fundraising	<i>Tabled.</i>	
<u>New Business:</u>		
1. Golden City Days	We will do the parade and photo booth again this year. It was suggested that we create a list of all local parades and events that we can attend. This is excellent FREE advertising and typically doesn't take too much of our time.	
<u>Next Meeting(s):</u>	Thursday, July 25th, 6:00 pm. Thursday, August 15 th , 6:00 pm.	
<u>Adjourned</u>	8:26 pm.	