

Attendance: Tanya, Ben, Erica, Tom, Jamie, Sarah

Regrets: Daralyn, Janis

Absent: Alana

Topic	Discussion/Motions	Action Needed
<p><u>Adopt Minutes:</u></p> <ul style="list-style-type: none"> May 5th, 2020 	<p><i>*Jamie moves to accept the minutes from May 5th, 2020. 2nd: Tanya. All in favour (AIF).</i></p>	
<p><u>Reports:</u></p> <p>1. Treasurer</p> <p>a) Report</p>	<ul style="list-style-type: none"> Opening Balance (April 30th, 2020): \$16,320.28 Revenue: \$300.00 Expenses: \$2.00 Closing Balance (May 31st, 2020): \$16,618.28 Savings Account Balance (May 31st, 2020): \$24,132.80 	
<p>b) Credit Card</p>	<p>N/A</p>	<p>Daralyn</p>
<p>c) Rona (Maglio) Account</p>	<p>Tom said he requested to have John Greene removed from the account when John left the Executive. He will look into it further.</p>	<p>Tom</p>
<p>d) General Operations (Annual) Budget</p>	<p>Sarah presented the budget spreadsheet that the Organizational Development Committee created over the past month. This spreadsheet will keep track of monthly spending and we will be able to create reports, graphs and charts from the information. This will also help us when applying for grants. We are aware that there are expenses on this year's budget that may not come into play due to Covid-19 (e.g.: production expenses). The budget is available to view on google docs.</p> <p><i>*Ben moves to accept the 2020/2021 budget as presented. 2nd: Jamie. AIF.</i></p>	
<p>e) Societies Annual Report</p>	<p>We have received an email reminder to send in our 2020 and our 2019 AGM minutes. This is something the Treasurer has typically done as our Secretary does not have the info needed to send it in.</p> <ul style="list-style-type: none"> Erica will send the 2019 Draft AGM Minutes to Daralyn to send in. We have not had an AGM for 2020, so cannot send in those minutes. 	<p>Daralyn</p>
<p>2. Costume Department</p>	<ul style="list-style-type: none"> We received a donation of quite a few old hats. They have been dropped off in the costume room in order for them to 'self isolate'. Some of them are very nice, most from the 50's/60's. Patricia rented the sequinned ball dress to someone for Grad. Patricia offered it for free but was given a \$10 donation. 	
<p>3. Hall Management</p> <p>a) Maintenance Binder</p>	<p>N/A</p>	
<p>b) Basement</p>	<p>Still needs to be cleaned, especially the carpets. We will hire someone to do them.</p>	

c) Covid-19	The Elderberries are wondering when they can use the Hall again. After discussion it was decided that we will allow them back in provided they follow social distancing guidelines and ensure that everything they touch has been sanitized before they leave. We will charge them \$25 for the month of June and their regular fee after that. Erica will email them to let them know the guidelines. Tom will reactivate their key code and purchase some Lysol wipes to have on hand.	Erica Tom
d) Other Hall Issues	Tom went and mowed the back lawn recently. He will need to use some weed killer to bring back the grass.	Tom
4. Membership Engagement		
a) Workshop(s)	N/A	
b) Member Nights	N/A	
5. Show Planning	We spoke on some potential alternatives to having a Mainstage show in 2021. Some suggestions were and outdoor show at a Park (Gyro), Theatre in the Round (outdoors), Zoom performance or digital sketch show. Sarah will speak to Denis Senecal and Adam Sander about the online options.	Sarah
6. Grant Writing		
a) Website	N/A	
b) Other	N/A	
7. Organizational Development	They have finished the budget which was presented today. They will now work on finishing the Production Manual.	
8. Orchestral	N/A	
9. 70 th Anniversary	N/A	
<u>Productions:</u>		
1. RENT	Still waiting on the funds. Tanya will contact to see how things are progressing.	Tanya
2. Mainstage 2021	A traditional Mainstage show will not be doable in 2021 due to Covid-19 social distancing guidelines and the closure of venues.	
3. 70 th Anniversary – 2022	Daralyn will help Jamie out with the orchestration as this will be a difficult job. We will need to find a Musical Director sooner rather than later.	Daralyn Jamie
<u>Ongoing Business</u>		
1. AGM	We had further discussion on what to do. Possibilities include outdoor social distance or through an online platform like Zoom. We will decide what to do and set a date for an August AGM at our next Executive meeting.	
2. Insurance	<i>Tabled.</i>	
3. Fundraising	<i>Tabled.</i>	
<u>Next Meeting:</u>	Tuesday, July 7 th , 6:30 pm, Zoom	
<u>Adjourned:</u>	8:02 pm	