

Attendance: Sarah, Tom, Barry, Karen, Janis, Erica, Jos, Don, Cate, John

Regrets: Sue

Absent:

Topic	Discussion/Motions	Action Needed
<p><u>Adopt Minutes:</u></p> <ul style="list-style-type: none"> April 19th, 2017 	<p><i>*Karen moves to accept the minutes from April 19th, 2017. 2nd: Tom. All in favour (AIF).</i></p>	
<p><u>Reports</u></p> <p>1. Treasurer</p>	<ul style="list-style-type: none"> Opening Balance (March 31st, 2017) \$4,449.27 Revenue: \$5,024.70 Transfer from Savings: \$2,000.00 Transfer to Savings: \$2,500.00 Expenses: \$6,200.15 Closing Balance (April 30th, 2017) \$2,773.82 Savings Account Balance (April 30th, 2017) \$12,985.08 Cate is working on paying off the RD expenses and prepping for the AGM. We received \$34.01 GST refund for the first half of the fiscal year for 2016. 	
<p>2. Costume Department</p>	<p>Janis and Patricia have been working on arranging the small props room and are considering the best layout for the department. They would like to have a costume sale on October 20th.</p>	
<p>3. Orchestra Committee</p>	<p>Steve Waldon is retiring and is moving to Kelowna. Barry would like us to send him a goodbye/thank you letter. It was suggested we throw him a going away party. Barry needs to find out when he is leaving.</p>	<p>Barry</p>
<p><u>Hall Issues</u></p> <p>1. May Maintenance Binder</p>	<p>Change furnace filtre. Tom will check to see if it needs done.</p>	<p>Tom</p>
<p>2. Set & Props Clean-up</p>	<p>Will announce at the AGM. We will need people to sign-up for this committee.</p>	
<p><u>Productions</u></p> <p>1. Mainstage 2017- RD a) Final Report</p>	<p>N/A. Not ready at this time.</p>	
<p>2. Fall 2017</p>	<ul style="list-style-type: none"> Sarah has still not heard back from Jamie. It was suggested we consider Nonsense as it is a small show that requires only a musical combo. 	

	<ul style="list-style-type: none"> • Venue suggestions would be Miner’s Hall, Fruitvale Hall, Drill Hall & Knights of Pythias Hall. • Jos emailed the Executive with a list of smallish shows. • It was suggested we place an ad in the free papers looking for interest after the AGM. 	
3. Mainstage 2018	<ul style="list-style-type: none"> • Jos’s committee emailed the Executive with some suggestions. It is hard to consider shows when we don’t know if we will have a musical director or not. 	
<u>Ongoing Business</u>		
1. Website	<ul style="list-style-type: none"> • Ticket link has been removed for now. Next time we will need a “shopping cart” so people can pay for multiple items/shows. Barry will speak to Jason Friesen about updating the site. 	Barry
2. Insurance		
a) List of Assets	<ul style="list-style-type: none"> • We will add this to the “to-do” list for the sets & props clean-up. • We need to catalogue the music and scripts downstairs as well. Karen knows of someone who may be able to do this for us. 	Karen
b) Membership Use & User Agreement	<ul style="list-style-type: none"> • We need to look into whether we can add renter’s insurance to our policy and how much that would cost. • We also NEED to clarify with our insurer who is covered under the RLOP umbrella. Janis’s orchestra (current renter) is a junior orchestra that she hopes will help feed the RLOP orchestra. We are unsure if they would be included under the RLOP umbrella. It was suggested she make her orchestra an official RLOP orchestra to ensure they are covered. <i>John moves that we allow Janis Anderson to form the RLOP Jr. Orchestra. 2nd: Jos. AIF.</i> Erica will email Janis the membership form for her students. 	Barry Erica
3. Electric Piano	Shirley Mendoza has agreed to sew us a cover.	
4. Sound	We had a couple interference issues during the performances. Paul Harvey is willing to help us out when we go ahead with the upgrades.	
5. Grants	<ul style="list-style-type: none"> • We are still waiting to hear back on the grant for the sound upgrades. • Board Development Workshop grant was not received. The cost would be roughly \$1,500-2,000. There was great concern about the cost of the workshop and it was suggested that we see if there are other local groups who would 	Barry

	like to participate to bring down the cost as this is not affordable for us at this time.	
6. AGM	<ul style="list-style-type: none"> The RD sets, etc. need to be put away and the hall needs to be cleaned. Tom will be up during the week to put away sets. Erica, Sarah, Jos and the Buckley's will be at the hall around 5:00 on Saturday to set up tables and chairs. 	
7. Columbia Basin Culture Tour	<ul style="list-style-type: none"> John suggested we have the dragon cave at the door as the entrance to the tour. We will form a committee after the AGM. 	
8. Laptop & TV Screen	Sarah will look into this now that RD is over.	Sarah
9. Canada Helps	This project is currently unfinished. The page needs to have our info and a write up about who we are/what we do. We can add photos and our logo to the site as well. Sarah will look into it with Erica assisting.	Sarah Erica
10. Policy & Constitution <ul style="list-style-type: none"> a) Membership Wording b) Policy Manual Update c) New Society Rules 	<i>Tabled until June.</i>	
11. Hall Photos	<i>Tabled until June.</i>	
12. Thought Exchange	<i>Tabled until June.</i>	
13. President's Binder	<i>Tabled until June.</i>	
14. List of Community Events	<i>Tabled until June.</i>	
<u>Approved New Business</u> <ul style="list-style-type: none"> 1. Production Policy Manual 	<p>Karen will be working on this over the summer.</p> <ul style="list-style-type: none"> We spoke about gifts for the production team from the cast. Although we don't encourage cast members to "go together" to purchase a gift for production team members, we cannot keep them from doing so on their own. We will remind everyone that this is a volunteer organization and gifts are not expected. Complementary or free tickets to shows must be approved by the Executive prior to being offered. The Executive is considered the Executive Producer of the production, and while we do not want to micromanage the Producer, business and money decisions must go through the Executive. 	
<u>Next Meeting</u>	To be determined after the AGM.	
<u>Adjourned</u>	9:10pm	