

RLOP Executive Minutes

May 10th, 2021 - 6:34pm

Attendance: Tanya, Tom, Erica, Daralyn, Natalie, Jamie, Alana

Regrets: Lyndsay

Absent: Ashley

Topic	Discussion/Motions	Action Needed
<u>Adopt Minutes:</u> <ul style="list-style-type: none">April 12th, 2021	<i>*Daralyn moves to accept the minutes from April 12th, 2021. 2nd: Tom. All in favour (AIF).</i>	
<u>Reports:</u> <ol style="list-style-type: none">Treasurer<ol style="list-style-type: none">Report	<ul style="list-style-type: none">Opening Balance (March 31st, 2021): \$4,780.79 Revenue: \$80.00 Expenses: \$552.53 Closing Balance (April 30th, 2021): \$4,308.17 Savings Account Balance (April 30th, 2021): \$34,194.22	
<ol style="list-style-type: none">Credit Card	<i>Tabled until September.</i>	
<ol style="list-style-type: none">Contingency Fund	<i>Tabled until September.</i>	
2. Costume Department	They only had 1 rental last week. It's been very quiet and there's nothing outstanding.	
3. Hall Management <ol style="list-style-type: none">Maintenance Binder	Change the furnace filter. Tom is on the hunt for one that will fit our furnace.	
<ol style="list-style-type: none">Roof	Tom hasn't had a chance to contact roofers yet.	
4. Engagement <ol style="list-style-type: none">Workshops	N/A	
<ol style="list-style-type: none">Events	Alana has a great idea for a costumed D&D night. Sounds fun!	
<ol style="list-style-type: none">Fundraising	N/A	
5. Show Planning <ol style="list-style-type: none">Zoom/Virtual Performances	<i>Tabled until September.</i>	
<ol style="list-style-type: none">70th Anniversary	N/A	
6. Grant Writing <ol style="list-style-type: none">Website	Erica reminded the committee that we will need our new website done by this Fall. Grant Committee will start looking for grants.	
<ol style="list-style-type: none">Other	They are focussing on finding grants for our needed roof repairs as well as another tech grant for the laptop and TV.	
7. Organizational Development	<ul style="list-style-type: none">Everything is now uploaded into the RLOP Google Docs.The committee met to discuss the direction the committee needs to go in over the next few months. Priority will be to finish the Production Manual.Spoke about fundraising via merchandise. Mike has resent his prior proposal.	
8. Orchestral	N/A	
9. Marketing	N/A	

<u>Productions:</u>		
1. 70 th Anniversary – 2022	N/A	
<u>Ongoing Business</u>		
1. AGM	Everything is ready to go.	
2. Insurance	<i>Tabled.</i>	
3. Scholarships	<ul style="list-style-type: none"> • Tanya presented the board with 3 candidates from JL Crowe. Only 1 candidate met all of our criteria. Jasmine Smith will be awarded this year. • We have not heard back from Stanley Humphries. 	
<u>Next Meeting:</u>	Monday, June 7th, 6:30 pm via Zoom.	
<u>Adjourned:</u>	6:52 pm.	