

Attendance: Jos, Don, Erica, Barry, Karen, Cate, John, Sarah, Derek

Regrets:

Absent:

Topic	Discussion/Motions	Action Needed
<u>Adopt Minutes:</u> <ul style="list-style-type: none"> November 14th, 2016 	<p><i>*Karen moves to accept the minutes from November 14th, 2016. 2nd: Jos. All in favour (AIF).</i></p>	
<u>Reports</u> <ol style="list-style-type: none"> Treasurer 	<ul style="list-style-type: none"> Opening Balance (October 31st, 2016) \$2,607.36 Revenue: \$394.25 Expenses: \$208.69 Closing Balance (November 30th, 2016) \$2,792.92 Savings Account Balance (Nov. 30th, 2016) \$20,449.57 	
<ol style="list-style-type: none"> Costume Department 	<p>No report given. Made \$294.00 in costume rentals.</p>	
<ol style="list-style-type: none"> Orchestral Committee 	<p>Nothing new to report at this time.</p>	
<ol style="list-style-type: none"> Rekindle Caroling 	<p>The day started out with about 15 people, but a few had to leave before the performance. It went well.</p>	
<u>Hall Issues</u> <ol style="list-style-type: none"> December Maintenance Binder 	<ul style="list-style-type: none"> Shovel roof. John will keep an eye on it and will let us know if it needs done. We are out of paper towel. Jos will buy. 	<p>John Jos</p>
<ol style="list-style-type: none"> Costume Department Renovation 	<ul style="list-style-type: none"> Shelves are up in the back room (old suit room). John is ready to put up the wall in that room to split into two. We are still looking for used shelf standard. New would cost us roughly \$1000. So far, John has spent roughly \$700 on labour and \$700 on materials for a total of \$1,400. Our budget was \$2000. 	
<u>Production Update</u> <ol style="list-style-type: none"> Mainstage 2017 <ol style="list-style-type: none"> Confirm Venues 	<p>As Karen mentioned in emails, we need a “school designate” (someone who works for SD20) to keep our costs down and save us the overtime fees that SD20 charges users. We have found designates for Crowe and RSS and have one person lined up for SHSS, but Karen would like to find an additional person for SHSS as this will be a long day.</p>	

b) Review Budget & Vote	<ul style="list-style-type: none"> • Karen is still working on the actual costs for the school so the budget is on hold for now. • We will need about 6 mics for the show. Rentals will have to know a month or so in advance so they can order them in for us, but rentals will be VERY costly. We may be able to use our own if we only need 6. We need to ask Adam Sander or someone who is knowledgeable with sound if ours are functional enough to get us through RD. 	
c) Rehearsals	Most likely will be Mondays and Thursdays. Sarah will confirm with Ben and Rachel.	Sarah
d) Other	<ul style="list-style-type: none"> • We are still looking for a show pianist. Karen will do rehearsals, but goes back to work before our show dates. Barry has approached a few people. • John is looking for a closed trailer that we could use for transporting our sets. This will significantly cut down our transportation costs and save us time unloading and reloading every week. • Sarah will contact Shirley McLim to ask about costume design. 	Sarah
<u>Ongoing Business</u>		
1. Website Maintenance	<ul style="list-style-type: none"> • The website is up and functioning properly. Jason Friesen is still willing to continue managing the updating of the site. The website must be kept up to date, factual and informative. Tom Buckley will add posts, dates and meeting minutes. • Rose Anne needs to come off of the email forward and Sarah needs to go on. • Everything that goes on the website will go through Erica to Tom Buckley who will put it up. 	
2. Laptop & TV Screen	N/A	
3. Membership Drive Event	The show is our current membership drive and needs our full attention at this time. We will pick this back up in the Spring. <i>Tabled until Spring 2017.</i>	
4. Set & Props Clean-up	<ul style="list-style-type: none"> • No Excuse would like to move into the furnace room (large props room) so they don't have to set up and take down during their rehearsals. Ken Turner is willing to help us with the clean-up. • Tom and Sue Buckley are still keen on being a part of this process. • Need to set a work party at our January meeting. 	
5. Insurance	Groups using our building will have to have their own insurance. People using our hall that are non-members	

	or for non-RLOP business are not covered and we would also not be covered if something should happen.	
<u>Approved New Business</u> 1. Thoughtexchange	Thoughtexchange is a Rossland tech company that has developed new software and has offered to let us use free of charge. Their software enables groups to have an online conversation with members and to find out how they feel about things. They are launching a new App for their product and we have been invited to be a beta tester for this. We could use this to poll our membership for show ideas, how to improve the RLOP, etc. We will need more info on how to get started.	John
2. Winter Carnival	<ul style="list-style-type: none"> • Winter Carnival is at the end of January. They have asked us to consider opening the Hall up as other businesses have in the past. We could use it to promote our next show. There was concern about not having time this year as we are so busy getting RD off the ground and not wanting to just throw something together. WC Committee needs to know ASAP so they can put anything we're doing in their flyer. We will have to check with Rachel, Ben and the cast to see if this is doable. It may be better to remember this for next year when we have more time to plan. • We will put a float promoting RD in the parade. 	
3. Criminal Record Check	<p>Anyone who is volunteering to work with youth or working alongside youth needs to have a criminal record check (vulnerable sector check) done. So, all adult RLOP members involved with RD will require one. It is free for all volunteer groups. A policy needs to be drafted and adopted when we do our constitution and bylaws for the updated Societies Act. As this could be a sensitive topic for some members, we will have to tread lightly when introducing this new policy.</p> <p><i>*Barry moves we require adult RLOP members fill out a Vulnerable Sector Check prior to each production.</i></p> <p><i>2nd: John. AIF.</i></p>	Barry
4. New Electric Piano	John would like to house the new electric piano in the old piano carcass upstairs so that it gets used. Barry and Karen have concerns that an expensive piece of equipment be left out to be used by those who may not treat it properly or opens it up to being stolen. We will discuss further at our January meeting.	
<u>Next Meeting</u>	Monday, January 16 th , 6:30pm.	
<u>Adjourned</u>	8:22pm.	