

RLOP Executive Meeting – Oct 26, 2015

In Attendance: Dawn Graham, Erica Charette, Jos Sharp, Catherine Adair, Julie Crispin, Cate Greene, Sarah Sordi

Regrets: John Greene

Call to order: 6:34pm

Correspondence: Sue Buckley and Tom Buckley have had to step down from the Board to attend to family matters.

Adopt minutes from previous agenda:

MOTION: Cate moves to adopt minutes. 2nd Jos. AIF Carried.

Special Guest: Karen Yamazaki – Karen has come to ask if she can borrow the RLOP's keyboard. Due to the fact that we are having a hard time find Musical Directors, Karen feels it would be a good idea for her to learn how the keyboard works so that come show time, she will be well versed as a pianist for our group. She said she would cover the costs if it is stolen. ***Cate said she would check to see if our insurance would cover the keyboard in this situation.***

MOTION: Catherine moves to allow Karen to take the keyboard over the winter. 2nd Julie. AIF. Carried.

Treasurer's Report: Balance: Savings - \$28,536.67 Chequing - \$12,249.17

Hall Issues:

1. Maintenance binder: Smoke detector testing needed. ***John to check when he comes in to meet with renovation worker.***
2. Costume Department: Cate took the Board on a tour of the progress in the Costume Dept. Board suggested turning Room 6 into a change room and making Room 7 another storage room for props, costumes etc. Cate mentioned John's concern about Andy's accumulating time. Andy is aware that there is a cap on the budget and that we won't go over.

Old Business:

1. Costume Dept: Refer to HI #2
2. Grants: The LeRoi grant must be spent by Dec 2015. Discussion about replacing wireless microphones but John hasn't heard back from the expert he contacted. ***Erica to contact Nadine to confirm that we must use CBT's sound equipment. Dawn to look at keyboard prices in Trail.***
3. Hall Photos: Erica said there was no budget set on the archiving process.
4. Sound equipment: Refer to OB #2
5. Glee Club: No word from Rose Anne about if she responded to Glee's request to use the hall. Dawn texted Rose Anne. Waiting for reply.

Fall Show: Posters are almost done. Dates are Nov 27th and 28th. Volunteers needed for 5pm on the 27th and 6pm on the 28th. Dawn and Erica will be there to help. Discussion about supplying chocolate covered pretzels and caramel corn on the table. ***Cate will ask the Rossland Legion if they lend out their white tablecloths. Erica will email members for volunteers.***

Mainstage 2016: The Board has decided to pursue producing “Cinderella” - Prince Street Players’ version. This will be an Executive produced show. ***Erica to email a letter to membership to see if there is interest. Dawn will draft the letter and send to Erica.*** Looking at the possibility of renting RSS on Mar. 4th. ***Dawn will call SD20 to see if it’s available on Mar 4th.*** We would need a pianist as the show is only written for a pianist and we have no Musical Director anyway. ***Dawn to contact MTI about the rights.***

New Business:

1. Executive position vacancies: Rose Anne and Tom need to be removed from signing authority. Catherine has agreed to take on the role of interim President. Dawn has agreed to take on the role of interim Vice President. ***Erica to contact membership to see if there is any interest from them to replace missing directors’ positions. Jos offered to make new membership form.***

ACTION: Remove Tom Buckley and Rose Anne Van Mierlo from signing authority at our bank.

Add Dawn Graham, Catherine Adair and Erica Charette to signing authority at our bank.

2. Website: Dawn will assume the role for any website updates.
3. Legion request: Rossland Legion asked if the RLOP would come lead singing on Remembrance Day. It was felt unanimously that there isn’t have enough time to rehearse for this request. ***Catherine to politely decline.***
4. Keys: Dawn voiced concerns about people who have keys that no longer need them. Board went thru list of current key holders. Outstanding keys must be collected from Tom, Barry Willisroft, Ty Wright, Rose Anne and Bob Bliss. Dawn issued a key. ***Dawn to contact Rose Anne. Jos to contact the rest. Cate will get remaining keys numbered once all are returned.***
5. Orchestra: Dawn mentioned that Barry W has interest in starting an orchestra rehearsal time with plans to perform. Board discussed that any RLOP affiliated show ideas must go through the Executive for approval.
6. Society’s Act: Dawn went to a meeting that spoke of all the upcoming changes to the Society’s Act. We have to years to transfer over once it is in effect.

Meeting adjourned: 8:59pm

Next meeting: Nov 16th at 6:30pm.

ACTION ITEMS:

1. Insurance for keyboard: ***Cate to check if our insurance would cover the keyboard while in Karen's possession.***
2. Smoke detectors: ***John to check when he comes in to meet with renovation worker.***
3. Sound equipment: ***Erica to contact Nadine to confirm that we must use CBT's sound equipment. Dawn to look at keyboard prices in Trail.***
4. Tablecloths: ***Cate to ask the Rossland Legion if they lend out their white tablecloths. Erica will email members for volunteers.***
5. Mainstage: ***Erica to email a letter to membership to see if there is interest. Dawn will draft the letter and send to Erica. Dawn will call SD20 to see if it's available on Mar 4th. Dawn to contact MTI about the rights.***
6. Executive Positions: ***Erica to contact membership to see if there is any interest from them to replace missing directors' positions. Jos offered to make new membership form.***
7. Remembrance Day: ***Catherine to politely decline.***
8. Keys: ***Dawn to contact Rose Anne. Jos to contact the rest. Cate will get remaining keys numbered once all are returned.***