

RCMPI Board of Directors Meeting Minutes
Monday, January 12th, 2009
Laurie Garbutt's home, 7:00 p.m.

Attendance: Meeghan Nolasco, Sheila Douglas, Luisa Lago, Tom Gould, Michael Mitchell, Zeeke Hamilton, Sarah Whalen, Karen Allen, Laurie Garbutt, Brenda Van Esch, Earlla Vickers

Regrets: Judy Steibelt, Todd Broatch

Guests: Steve Allen

Currently on leave:

Agenda:

1. Approval of Agenda
2. Approval of Minutes of last meeting (Dec 8th, 2008) and review of action list
3. Treasurer's Report
4. Show Report – *Blood Brothers*
5. Show Report - *Tommy*
6. Committee Introduction and Updates:
 - a) Artistic Direction
 - b) Resource Development
 - c) Membership and Communications
 - d) Facilities
7. Other Business
8. Date of Next Meeting
9. Adjournment

Item		Notes
1.0	Approval of Agenda	Moved by Sheila, seconded by Brenda, carried
2.0	Approval of December 8 th , 2008 meeting minutes	Moved by Meeghan, seconded by Zeeke, carried
2.1	Review of Action List: Business cards for <i>Blood Brothers</i> are done Tech costs are still in the discussion phase for this show Audition form is completed	
3.0	Treasurer's Report Current balances were reported. <ul style="list-style-type: none"> • Meeghan reviewed our year-end report. Our 2008 increases helped to defray the 	

<p>3.1</p>	<p>losses of 2007. We need to make sure that 2009 carries on the example of 2008.</p> <ul style="list-style-type: none"> • Property tax rebate has been submitted • We did not budget tech and property rentals correctly and the Resource Development Committee has made adjustments, which in turn has unbalanced the budget for <i>Blood Brothers</i>. We are trying to change the tech days to make up for this shortfall. A reduction in tech costs would also help. • Year-end is ready for review. Meeghan is waiting for the Government of Canada documents. 	<p>Treasurer's report moved by Luisa, seconded by Michael, carried.</p>
<p>4.0</p>	<p>Show Report: <i>Blood Brothers</i></p> <ul style="list-style-type: none"> • We need more men to audition • Ryan is the new musical director • Laurie has offered to accompany at callbacks. Offer gratefully accepted. • Matt is concerned about what David has proposed for the tech solution, but we should be able to accommodate his suggestions. • Scripts are on back order • Sarah will help Alicia with costumes • T-shirt design is done 	
<p>5.0</p>	<p>Show Report: <i>Tommy</i></p> <ul style="list-style-type: none"> • We need to find out if there are more budget requirements • Luisa would like to have an information gathering meeting with the directorial team 	<p>Show reports moved by Karen, seconded by Zeeke, carried</p>
<p>6.0</p>	<p>Artistic Direction Committee:</p>	

- Meeting was held last Wednesday
- Reviewed their mandate and will help the Production Coordinator in any way possible
- Director's Handbook revisions will be done as per Tom's request. The changes are required to allow the Resource Development Committee to make changes to the production budget for high tech shows. We do not want to create a budget for a show only to find that we are going to fall short due to surprise additions to tech requirements.
- Tender process is being considered for 2010 season to select directorial teams
- Suggestions for shows are welcome

Resource Development Committee:

- Discussed grant proposals
- Have made suggestions for the Director's Handbook. These revisions are to allow for any extra/unforeseen expenses.
- We are close to meeting our donation/sponsorship targets.

Membership and Communications Committee:

- Looking at all avenues of advertising for *Blood Brothers*.
- T-shirt order – the original logo was too complicated for the silk screener, so it needs to be revised.
- Reviewed the value of "Stage Right". A draft of a small monthly press release will be created and sent out to the membership on a monthly basis. This will reduce the pressure to create a full-fledged newsletter.
- Gala is still on for 2009
- Lunch between the matinee and evening shows will be provided for the cast of *Blood Brothers*.

Facilities Committee:

	<ul style="list-style-type: none"> Laurie has looked into 10 Carden St. It belongs to the Guelph Civic League and their charges exceed what we are currently prepared to pay for renting the space. No update on build space Crimea St. is becoming more and more inconvenient. Hours are 9 am to 11 am, we have to fax any requests or enquiries and there is no heat in the building. We are still looking at the requirements for set construction for <i>Blood Brothers</i>. 	Committee Reports moved by Zeeke, seconded by Meeghan, carried
7.0	Other Business: <ul style="list-style-type: none"> Tom re-iterated the need to bring out people who are considering joining the Board. 	
8.0	Next meeting: February 17, 2009 at Laurie Garbutt's home.	
9.0	Adjournment at 8:45 pm.	Moved by Zeeke, seconded by Sarah, carried.

Action List

Item	Personnel	Deadline	Action
Budget requirements for Tommy and meeting with directorial team	Luisa	ASAP	
Director's Handbook updates	AD Committee	ASAP	
Applications for grants	RD Committee	Ongoing	
Bring out people who are interested in joining the Board	All	Ongoing	