

**RCMPI Board of Directors Meeting Minutes**  
**Tuesday, April 20, 2010**  
**Held at the home of Karen Allen, 7:00 p.m.**

Attendance: Karen Allen, Carrie Gordon, Judy Steibelt, Werner Eitzen, Deanna  
Clatworthy, Laurie Garbutt

Regrets: Michael Mitchell, Erik Noesgaard

Recently tendered resignation: Luisa Lago

Agenda:

1. Approval of Agenda
2. Review and approval of minutes of the March 10 meeting
3. Treasurer's Report
4. Show Report: Pirates - Carrie - Questions regarding "Fiddler"
5. Committee Updates:
  - Artistic Direction
  - Membership and Communications
  - R.D. and Facilities
6. P.C. for Fiddler on the Roof - role of P.C.
7. AGM
8. Other Business
9. Date of Next Meeting

Item		Notes
1.0	<b>Approval of Agenda</b>	Acceptance of agenda moved by Deanna, 2nded by Carrie; carried.
2.0	<b>Review and approval of minutes of the March 10, 2010 meeting</b>	Approval of minutes moved by Deanna, 2nded by

		Werner; carried.
<b>3.0</b>	<p><b>Treasurer's Report:</b> Submitted by Michael Mitchell on April 4<sup>th</sup>, 2010</p> <p><i>Account Balances were reported.</i></p> <p><i>Directors' Insurance</i></p> <p>\$650 for \$1 million Coverage, \$950 for \$2 million coverage. These amounts were quoted from an organisation similar to ours that Colley Insurance is currently processing.</p> <p>Cost was not included in the budget but would be money well spent. Michael recommends that we purchase the \$2 million coverage. Presently, members of this board could be personally liable for an action taken by RCMPI as a whole.</p> <p><i>Certificate of Insurance</i> was provided by Colley Insurance and forwarded to Carrie as required by the River Run to cover the period RCMPI is within their facility.</p> <p><i>Rogers:</i> Michael mailed a letter requesting change of ownership of the account to him.</p> <p><i>Honorarium cheques :</i> reminder that no cheques should be issued without prior receipt of show reports.</p>	<p>Approval of report moved by Deanna 2nded by Carrie; carried.</p> <p>RCMPI Board Minutes April 20,, 2010</p> <p>Motion by Werner that Michael purchase on behalf of the RCMPI Board Directors' Liability Insurance with \$2,000,000 coverage; seconded by Laurie, carried.</p>
<b>4.0</b>	<p><b>Show Reports: Pirates – Carrie</b></p> <p>Set painting issues because of Michael's</p>	<p>Acceptance of report moved by Laurie, 2nded</p>

	<p>absence (still in England because of Icelandic volcano) have been solved by Earlla Vickers, Gary and Lin Chapman, and Bill Unser stepping in. Some cast members not putting in required volunteer time. Ticket sales 44%. Board not concerned. Pirates program underway. Saturday cast supper: Carrie to buy/provide water + pop. Guelph Mercury's Joanne Shuttleworth planning to visit rehearsal, Fiddler tickets to go on sale during Pirates. Board decides to raise ticket prices from <i>Tommy's</i> (\$30 \$27 \$15 + EyeGo) to (\$35 \$32 \$15 +EyeGo + UGo) for <i>Fiddler</i></p>	<p>by Deanna ; carried.</p>
<p><b>5.0</b></p>	<p><b>Committee Updates:</b></p> <p><i>a. Artistic Direction:</i> no meeting, few proposals for next season</p> <p><i>b.. Membership and Communications</i> –Judy Committee is too small as two members have resigned. <u>Pirates Advertising:</u> Posters hung, mobile signs in place, Mall table, Facebook ad, ad in Evergreen Senior's magazine, 2 ads in Tribune April 22<sup>nd</sup> and 27<sup>th</sup>, hopes for market stall April 24<sup>th</sup>.</p> <p><i>c. R.D. and Facilities:</i> no meeting, license obtained to sell 50/50 tickets at 5 <i>Pirates</i> performances, \$500 granted by Manulife to support employee volunteers</p>	<p>Acceptance of Committee reports moved by Judy, 2<sup>nd</sup>ed by Werner; carried.</p>

<p><b>6.0</b></p>	<p><b>P.C. for Fiddler on the Roof</b>  Discussion of role of PC versus role of Producer.</p> <p>Werner has agreed to be Executive Producer and attend Production Meetings. Monthly reports to the Board will be made by Werner.  Meeghan Nolasco will be invited to be the PC for Fiddler on the Roof. Discussion of guidelines has been deferred to a later meeting.</p>	<p>RCMPI Board Minutes Apr 20, 2010</p> <p>Motion by Deanna that Meeghan Nolasco be invited to be PC for <i>Fiddler</i> with the understanding that she would not be a Board member, 2nded by Laurie and carried.</p>
<p><b>7.0</b></p>	<p><b>AGM</b> : Werner will check if Crimea is available for May 27. Dessert party as usual, Judy to organize beverages. Willing to be returning Board Members are: Carrie, Werner, Judy, Karen, and Laurie. Other present board members need to express willingness to remain.</p>	
<p><b>8.0</b></p>	<p><b>Other Business</b>  Honoraria for <i>Pirates</i> was discussed.</p> <p>Michael asked by email that the rules of Governance be reviewed as per comments on PC and in general. This should be done prior to the AGM if possible. Perhaps they could be circulated by the next meeting.</p> <p><b>Next meeting:</b> Tuesday, May 18 to prepare for AGM at Deanna's house.</p>	<p>Karen moved that the meeting be adjourned at 9:20pm, 2nded by Carrie, carried.</p>

**Action List**

Item	Personnel	Deadline	Action
Purchase of \$2 million Directors' Insurance	Michael	ASAP	Phone Colley Insurance
Invite Meeghan to be PC	Karen	ASAP	Phone Meeghan

Find new board members	Karen	ASAP	Ask various people
Find new board members	Laurie	ASAP	Ask various people
Directors score is mildewed: request rebate	Laurie		Email to Carrie to get compensation.
AGM Preparation-have constitution on hand, rules of Governance	Judy		Print off Constitution, email around rules of governance