

RCMPI Board of Directors Meeting Minutes
Tuesday, December 8, 2009
Held at the home of Karen Allen, 7pm

Attendance: Karen Allen, Werner Eitzen, , Judy Steibelt, Sarah Whelan, Michael Mitchell, Deanna Clatworthy, Laurie Garbutt

Regrets: Luisa Lago, Erik Noesgaard,

Agenda:

1. Approval of Agenda
2. Approval of Minutes of Last Meeting and Review of action list
3. Treasurer's Report
4. Show Reports – Tommy
5. Committee Updates: Artistic Direction, Resource Development/Facilities, Membership & Communications
6. Concert Band and RCMPI collaboration
7. RCMPI Phone
8. Lending of Costumes
9. RRC and Sound problems
10. Banking and Overdraft
11. Other Business
12. Date of Next Meeting
13. Adjournment

Item	Notes
1.0	Agenda approval
	Moved by Sarah, seconded by Laurie, carried
2.0	Approval of November 6 and November 17, 2009 Minutes
	Moved by Deanna, 2nded by Sarah, carried
3.0	Treasurer's Report – not available
4.0	Show Report – Tommy(Interim) <i>Submitted in writing by Luisa</i> 80% of free ticket holders attended – excellent result. Positive feedback on show despite sound problems. Plan to discuss sound issues in meeting with Dave Horner of RRC, Sheila Todd and Julie Van Dusen. Scores still need to be returned. Survey results being tabulated. 2 patrons were looking to buy teeshirts.
	Acceptance of Show Reports moved by Werner, seconded by Michael, carried.

	<p>The Directorial Team is required by their contract to submit individual written reports. The SM will also be asked to write one and this request will be included in future SM contracts. The Board is considering inviting the <i>Tommy</i> Directors to its next meeting.</p> <p>Show Report – <i>Pirates of Penzance</i> Audition info to be posted online. Jane and Tom finalising logo. Rehearsals begin February 7th at 95 Crimea. Directorial team will obtain scores online. Participation fee has been set at \$40.</p>	<p>RCMPI Board December 8, 2009</p>
<p>5.0</p>	<p>Committee Reports:</p> <p><i>Artistic Direction</i> Final report has been submitted to Retired Teachers who sponsored <i>Tommy</i>. Plays being considered for 2011 include Cinderella, Peter Pan, Once upon a Mattress- possibly a nursery tale themed year. Committee suggests Board look at raising ticket prices for 2011.</p> <p><i>Membership and Communications</i> Committee hopes advertising for <i>Tommy</i> reached target audience. Posters given to cast did not seem to get posted. Have cast buy poster for personal use.</p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> - Selling flowers for patrons to give to cast was discussed. Deanna told us that flower sales as a fundraiser may reduce RRC fees. Florists (Four Seasons) will give a reduced rate as well - Advertising suggestions: lawn signs used successfully by KWMP on cast's lawns, bigger posters- 8x14, Offer free tickets on Kijiji, advertise earlier-look at process. - Membership: needs to be reminded that membership fees are due. Deanna will compose letter to inspire old members to renew. <p><i>Resource Development & Facilities</i></p>	<p>Acceptance of reports moved by Michael, seconded by Deanna, carried.</p>

	<p>Gala had a number of gate crashers. Number of attendees not available at present. Silent Auction offered \$4000 in merchandise. Successful bids totalled \$2200. Some items still to be delivered and monies collected. Werner is sincerely thanked for the organization and implementation of this fundraiser.</p> <p>Deanna has offered to contact Samantha Zimmermann about possible grant applications.</p>	
6.0	<p>Concert Band and RCMPI Concert on RRC Main Stage, Sunday, Feb. 28, 3pm. Laurie talking to Brad and Colin of GCB. Audition Jan 12th- cattle call. Rehearsals-Feb. 14th and 21st, GYMC 7-8:15pm Numbers: tune from Nunsense, Major General, My Favourite Things, Pirates chorus, Fiddler Medley, Tom to do Mikado numbers with 2 others</p>	
7.0	<p>RCMPI Phone The Board feels there is no need for a phone at Crimea street. Deanna will cancel it.</p>	RCMPI Board December 8, 2009
8.0	<p>Lending of Costumes Borrowing of costumes by 3rd parties is allowed under the RCMPI constitution. Werner will ask Helen of the Facilities Committee to draw up and email to the Board a 3rd Party Costume Borrowing Contract which will follow constitution guidelines and include a proviso about payment of the replacement value of lost or damaged items.</p>	
9.0	<p>RRC and Sound Problems Many sound issues arose during the production of Tommy.. Should we consider a resident SM? Karen will invite Julie and Sheila to report to the Board and assure them of our full support.</p>	
10.0	<p>Banking and Overdraft Laurie will follow up with Erik about bank overdraft.</p>	RCMPI Board December 8, 2009
11.0	<p>Other Business- none</p>	
12.0	<p>Next Meeting Thursday, January 7th, 2010, 7pm At the home of Michael Mitchell.</p>	Meeting was adjourned.

Action List

Item	Personnel	Deadline	Action
Remind Tommy Directors and SM to write show reports and to attend next meeting	Karen	ASAP	Contact Steve, Brett, Deanna and Julie
Maintenance of Database	Luisa	ASAP	Send to Michael
Gala attendees- paid and otherwise	Werner	ASAP	Discussion with Luisa
Asking guest speaker to give us info on available grants	Deanna	ASAP	Contact Samantha Zimmermann
Obtain RCMPI incorporation papers for lottery license	Judy	ASAP	Send money order to Gov. office
Letter to membership	Deanna	ASAP	Will get membership list from Karen
Ask Nunsense cast if they are available for concert band	Karen	Before Jan. 12 th audition	
Creation of 3 rd Party Costume Borrowing contract	Werner	ASAP	Ask Helen to draw up
Sound issues at RRC	Karen		Invite Sheila and Julie to discuss
Sound issues at RRC	Michael		Letter to RRC
Bank overdraft	Laurie		Talk to Erik