

Theatre Quadra 2014 AGM Meeting Minutes

June 28, 2014

1. Call to Order & Agenda Review – accepted and seconded, all in favour
2. Chairs Report – Linda Lolacher presented a report of the year’s activities. **Appendix A**
 - a. Several members raised questions during the report reading about the criteria used for the 2014 fall play selection. Members felt the selection criteria was not clearly outlined to the membership in advance and questioned why there was no full membership vote on the fall play choice. The management team explained that based on the criteria there was only once clear choice submitted by the deadline.
 - b. A question was also raised about membership and if the production participants had to become members if they only wished to be involved as an actor or stage crew for that production. The management team response that it would be taken back for further discussion and investigation regarding insurance liability.
3. 2013/14 Financial Statement Review- accepted and seconded, all in favour
 - a. It was noted that continued participation as a committee of the Quadra Recreation Society may face difficulties as a result of accounting issues around committee funds. This situation is being monitored, and we may need to consider registration as a society, but are continuing as a Committee of the Recreation Society for the time being.
4. Sign up for 2013-2014 Management team positions reviewed, floor nominations and elections – Julie Douglas officiated vote counts

Management Team elected for June 2014 – May 2015

- Linda Lolacher
- Darcy Mitchell
- Linda Cannon
- John Nursall
- Naomi Terry
- Julie Rigby
- Barbara Lee
- Candace Holmes
- Doni Laird

5. Other Business
 - a. Production Selection process: Linda Cannon reviewed a draft play selection processes with the members and asked for their feedback on the process. The process did not include a full membership vote as the main selection process, but proposed a 5 member selection committee, with a final referral to the membership in case of equally qualified proposals.
 - i. Some members asked why we were not continuing with a full membership vote on the play selection each season.
 - ii. The following ideas were brought forward;

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- Engage the full membership to easily vote on the plays under consideration. Use an electronic voting process
- Use the website to share details of what plays are submitted for consideration
- Use website or Facebook to clearly state the play selection criteria
- It was also raised by one member that in the event we wanted the membership to vote on play selection everyone voting would need to be fully informed so as to make an educated decision rather than an emotional one. This comment led to a discussion about the role of the management team in being elected to make decisions on behalf of the membership.
- There was general agreement to have a process that started with a clear call for submission that shared the selection criteria up front. Once submission was received the submitter would receive a response in a reasonable time that confirmed his/her play was under consideration and if not what criteria it did not meet and recommendations for changes that would give it a better chances for future selection. If more than one met the criteria then members felt a vote using either a face to face meeting or electronic means would be an appropriate way to make the final selection.

The outcome was that the new management group would revisit the play selection process with consideration to all the membership comments raised.

- b. 10 minute plays: Darcy Mitchell asked if there is interest in the concept of 10 minute plays as a means of developing new directors and providing a broader venue for actors to participate in theatre beyond just the large Community Centre productions. This approach to theatre would be ideal for performances at the Legion or at restaurant. Any members interested in developing this concept with Darcy were asked to reach out to her directly
 - c. Theatre skill workshops: John Nursall opened the discussion around skills workshops and touched on potential topics. Specifically, Tara Travis could be approached to conduct an acting workshop on Sunday Nov. 2. Other technical and craft workshops need to be proposed and explored (by a sub-committee?).
6. Move to adjourn the meeting – carried

Potluck dinner followed the meeting.

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Appendix A

Report on Years Activities- June 2013 – June 2014

After the AGM in 2013 we were energized by new member's at large and new members of the steering team. Our focus was on the play for fall production as a first priority along with developing more directorial talent, getting ahead on spring play selection and setting up a website to share TQ news and production photos with the community as well as our mandate and membership forms.

2013 Fall Season

We opened our efforts in the fall with auditions for "Grease" and found it difficult to cast the production so looked to see if we had another option that the director Julie Rigby was interested in bringing to the stage. The musical "Nunsense" was chosen and everyone's efforts quickly shifted to casting this all female production. Unfortunately one of the cast members had to drop out the production at a stage that would have made it difficult to replace and move on to meet the performance dates we had booked.

"Cougar Annie Tales", sponsorship

- "Cougar Annie Tales" - a one woman multi-media musical show by Katrina Kadoski. It was a production from the Alberni Fringe Festival that many of us felt would be well received on Quadra and Cortez. We set up a sponsorship arrangement with Katrina where we facilitated most of the logistics and provided free accommodation for a share in the ticket sales.

January all members' meeting - we hosted a members' meeting in January to get input on what we might do differently going forward to stimulate interest in submitting and directing productions. There was a great turnout of 20+ members.

The outcomes included a request for more information; hence a newsletter was created and issued within days of the meeting. At the request of members, a play reading committee was struck to read and recommend plays. The reading committee soon dissolved for a number of reasons.

We also used the newsletter to recruit submissions of plays resulting in two director submission for spring production. We also had agreement in the meeting to developing a season that would consist of:

1. **Major productions (full length, large cast, often with music)**
2. **Small productions (short length, small cast)**
3. **Partnership productions (in collaboration with independent producers)**

The consensus was that major productions would be ideal for the fall season and smaller productions for the spring season.

2014 Spring Play selection included the membership at large listening to the director's pitch for plays they chose to direct and a vote to select the play for spring. Julie Rigby pitched "Steel Magnolias" and Darcy Mitchell/ Julie Douglas pitched an evening of 10 minute small cast plays. "Steel Magnolias" got the nod of approval from the members.

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Julie Rigby also proposed a play in partnership "Love Letters" which we agreed to sponsor for a March performance date. In the situation of a partnership the partner and the steering team come to an agreement on what they need from TQ as far as funding and volunteer support and then arrive at a fee for services agreement that is agreeable to both parties.

The play had two shows with a total attendance of 137 and TQ received a portion of the ticket sales for their partnership which was quite minimal for this production.

This being the second partnership we had some good discussion in our May meeting about proceeding with more partnerships and felt that as we are a committee of the Quadra Community Centre which is a not for profit organization that there would be considerable risk of an ethical conflict existed if we continued to sponsor for profit ventures, coupled with the knowledge that all TQ activities are volunteers only and are for community benefit.

Quadra Community Centre AGM - I represented our committee at the QCC AGM and learned at the meeting that there are some concerns that the money held by committees such as ours may create jeopardy for the grant funding that QCC counts on to fund their operational budget. The money we hold in our accounts is considered in financial terms part of available QCC accounts. However the QCC board considers the money to be out of scope for their use and hopes to see that continue. If they are unsuccessful we have two choices: a) to turn money over to the QCC for their operating use and provide them with an annual budget to fund our productions, or b) for TQ to spin off as a separate society. At this time we are considering the notion of a spinoff but are taking no immediate action, pending clarification of the situation with the QIRS financial status.

We had also approached QCC to replace the black fly curtains on the stage and have been turned down as there is increased demand on their operational budgets

Website - Along with having a very successful year of three productions we have had our TQ website designed, developed and launched to the public in April 2014. We were able to do this thanks to the generosity of JÖRG EICHHORN of AllSize web design who built and maintains the site for us for no charge to build and a modest \$10.00 per month to host the site on his server.

Membership - the steering team has been working on having a membership form and defining what being a member means and what you get for membership. This created some healthy discussion on what the membership fee should be if it should be annual or lifetime and if there should be a family members or individual members. We did research, looking at other Vancouver Island theatre groups and also looked at "Theatre BC" (we are a member) to establish what would be reasonable for our community and theatre program.

We also talked to TQ members at large to get a sense of what they felt was reasonable. The final outcome you have seen today is that we establish an adult only membership which aligns with Theatre BC guidance, (children are welcome to participate but are not voting members). The membership is annual only with an individual price per adults per household and a discounted price for additional adults in the same household.

The consensus was that we have had lots of volunteers who are not interested in membership and ones that come and go due to other commitments. Having a membership was an indication that they want to remain on the mailing list. There was also consideration that having a life time

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membership would create a very large membership base that would negatively impact the price we pay for our membership with Theater BC. The more members the more you pay. The ideal situation is for us to have a. an active membership committed to the long term development of community theatre on our Island.

Fall Play Selection - there were 5 submissions that came in on the deadline and one that was submitted some weeks after the deadline.

3 large productions for fall 2014 have been submitted to-date:

Chris Thompson: Cinderfella (late submission)
Julie Douglas and Darcy Mitchell: Jack & Beanstalk
Heidi Ridgway: Rocky Horror Picture Show

3 short productions submitted will be considered for spring 2015

Allen Perkins: Laughing Too Loud (50 minutes?)
Nathan Bain: Winners & Losers (one act play)
Laird Frederick (Barb Mindell): From Town to Country

Decision: The management committee reviewed the major production proposals submitted at April 30 in light of the following considerations:

1. Does the director want to use previously booked QCC performance dates
2. Has the play been circulated to and read by TQ members to determine likelihood of successful casting?
3. Does the play cover a large cast suitable for children and adults?
4. Does the play have a committed director and producer and other key team members?
5. Does the play have the organizational structure in place to have a cast selected and ready to start rehearsals by September 1?

Of the two large productions submitted by deadline, Jack and the Beanstalk met 5 of 5 criteria and the other met 3 of 5 criteria, with the late proposal being held for future consideration

Over and above the fall play, member Doni Laird has stepped forward to collaborate with the Quadra puppeteers in the Fall Fair. There will be a "make, play and take" booth for the young or young at heart to create a little theater in their day at the fair. Details are still being worked out but if you're interested in manning the booth for a 2 hour time frame or helping in any other way please contact Doni Laird

The year past 12 months have been full of organizational activity and productivity for the steering team of 7 which are now dissolving as the steering team with 4 of the putting their names forward for election along with 5 others from the membership at large.

Dianna McKerracher, Gloria Rolfsen and Vic Nacci have been strong contributors over the past year and we would like you to join us in thanking them for their time and energy

Linda Lolacher - Committee Co-Chair