



## **Annual General Meeting**

**October 8, 2014.**

**Dream Builders Studio**

**6:30 p.m.**

**Present:** Lise Richer, Lesley Ellam, Marion Barnes, Tony Gross, Laurie Pennell, Conrad Gonthier, Sandra Latreille, Christiane Taylor, Mike Petrynka, Matt Latimer, Cathy Durham, Rosemary Petrynka, Susan Kingston, Mike Lalonde, Jacqueline Petro, Maryelle Tetreault, Paul Aubin, Dave Barnes, Matt Latimer, Grant Reso,

**Regrets:** Andy Davidson.

### **1. Call to Order**

**Lise Richer** called the meeting to order at 6:30 p.m.

### **2. Approval of the Agenda**

**Lise Richer made a motion** to approve the agenda with the additions. Seconded by Rose Petrynka. Carried.

### **3. Approval of the Minutes**

**Cathy Durham made a motion** to approve the Oct. 18, 2013 minutes as presented. **Seconded by Dave Barnes.** Carried.

### **4. Chairman's Report**

**Lise Richer** reported that since 2006, we will have produced 46 shows by the end of this season. A big thank you was extended to all of the volunteers who contribute to our theatre. This year our performances were: *The Complete Works of William Shakespeare*, *The Little Mermaid*, *Les Miserables*, *Moon Over Buffalo* and *Marriage Can Be Hazardous to Your Health*. Seventy behind the scenes volunteers and over one hundred performers!

During the 2013-2014 season, we decided to have our tickets purchased through Admission.com. Janet Martel at Aultsville Theatre, has been a wonderful liaison with Admission.com and SVTC. We are looking forward to a new season with Admission.com, as the board has approved the selling of tickets, once again this year. We have an Early Bird Pass available now until October 16, where clients have the opportunity to save \$10.00.

Mr. Bill Kaneb and the Cornwall Warehouse made a generous donation of the seating from the old Weave Shed Theatre. Allison Main co-ordinated the move to DBS. It was too much for our volunteers, so the rest of these seats were moved by professional movers. The cost of which

was split 3 ways between DBS, Vagabond and SVTC. A plaque has been installed at the back of the seats to recognize Mr. Kaneb's generous contribution. Once the additional washroom is completed we will be able to seat at least 100 making the cabarets more profitable.

Thank you Louise Lepage for all your work as Treasurer with our Theatre Group. Louise resigned her position in March, but stayed on until June until we could find a qualified replacement. Matt Latimer has joined the Board and is diligently providing us with the numbers to keep us on track.

Kelsey Lee, from St. Joes, was the recipient of the \$200.00 SVTC bursary. Kelsey is studying music and law at university in Ottawa. The Venetia Warner award was given to Viscount Alexander Student, Tori Laundry.

Lesley Ellam, Christiane Taylor, and Lise Richer have been updating the SVTC Procedures Manual, as well as Producer's check lists. In July we held the producers and directors meeting for the upcoming playbill. At this moment we have three shows rehearsing - *Self Help*, *Peter Pan Jr.*, and *Spamalot*. In May we will be presenting *Maggie's Getting Married*, *Figments* in June and *Seascope*, part of Cornwall's Arts in the Park.

We offer a special thank you to Marion Barnes. She is stepping down from the board, and taking a well deserved rest. Marion has been with the Board since its inception. She has served as President, Artistic Director, warehouse liaison. Marion has been our procedural, historical, and precedential authority.

## **5. Treasurer's Report**

**Matt Latimer** reported that SVTC has \$42,538.88 in our working account and \$16,388.96 in our savings, as well as two petty cashes in the amount of \$250.00 and \$150.00. Our total assets are \$59,327.84. Our Total expenses thus far are \$3,034.84. Matt has not put the \$10 % into our savings account from the last few shows as the shows are not closed off yet. **Matt Latimer made a motion** to accept his financial report as presented. **Seconded by Jacqueline Petro. Carried.**

## **6. Committee Reports**

### **a.) Facilities**

**Mike Petrynka** reported that the relationship is strong between DBS and SVTC. The theatre seats are located within the facility for neutral ownership. Marc Owen the owner of DBS, is reinvesting the Theatre rental funds back into the facility. This year we saw the inclusion of theatre boxes in the main lobby to house posters. The aluminum siding at the back of the building has been replaced. A new dressing room area is currently under construction in order to make the current dressing area accessible to patrons.

In March of 2015, a Kickstarter project will be launched with an initial funding goal of \$7,500.00, to raise funds for necessary renovations to be completed by the fall of 2015. The application for building permits have been filed. The Kickstarter project is still in the planning phase with input provided by the SVTC board.

**Dave Barnes** reported that the warehouse now has a coded lock system, which seems to be working. SVTC must be cautious about handing out master codes, as it simplifies things. There have been modifications to storage methods and organizational improvements to the warehouse. Although a problem with carpenter ants will hopefully soon be resolved. There has been an inventory of tech equipment started, but will be continued soon. Dave also stressed the importance of producers addressing the problem of putting away items from each show.

Dave Barnes is running out of time, opportunity and energy to fulfill the role of Warehouse Manager and would like to step down. He will complete the inventory with Grant and follow up on the Ant Invasion.

Mike Lalonde was asked if he would consider the Warehouse Manager position. He will let SVTC know his decision.

**b.) Membership/Communications – Conrad Gonthier**

Conrad Gonthier reported the membership year coincides with the traditional theatre season. Total number of people covered under the various levels of membership was 123 as of August 2014. Total membership increased by 51 or 71% over last year. The 2014/2015 membership stood at a total of 67 as of October 2014. Although SVTC is not dependent on the money received by membership dues, it does play a significant role when applying for grants from the various governments.

**c.) Marketing – Christiane Taylor**

Marketing committee consists of:

Paul Aubin – new to the committee

Lesley Ellam – Graphic Artist and Astro Printing Liaison

Laura Ellam -Social Media

Nancy Gagne – Internet Marketing and Red Carpet Events

Lise Richer Newspaper & Cogeco Liaison

Christiane Taylor School Facilities rental, Poster Distribution, Group Ticket sales

Sub Committees

Victoria Ellam – Website Design

Allison Main - - Corus Liaison

Jacqueline Petro - Red Carpet refreshments

Kelly Vandrish - Website updates and Red Carpet Events ticket design and printing.

The marketing committee is great help the producers get the show together as in poster distribution, adds in newspapers, soliciting for show sponsors, connect with newspapers

for show interviews, negotiate with Corus Entertainment for our contract, ensured a presence on community event bulletin boards.

This year the Marketing Committee secured Winmar as a Platinum Sponsor Kawartha Credit Union is Silver, and Ontario Power Generation is a Bronze Sponsor. Cogeco, Astro Printing, and Think Visual Communications continue on board. We had 5000 rack cards printed and placed in prominent positions in S.D. & G. Thanks you Jacqueline Petro for organizing the refreshments at the three Red Carpet Preview Nights. A movie night was held for our Les Miserables cast and crew in June.

During questions from the floor, Mike Lalonde suggested SVTC use the phrase “The same company that brought you Les Miserables, and Chicago,” on our advertisements/radio ads.

**d.) Artistic Director** – Andy Davidson/Marion Barnes

This committee was not as active this year as it was the year before. Andy extended an invitation to anyone wanting input for future shows. Lise mentioned that this year the directors came up with a good slate of shows on their own.

**7. New Business**

**a.) Plans for the New Year**

SVTC plans to carry as we have for 2013-2014 season. Aultsville would like to train up to 3 of our people, on the new sound and lighting board. Paul Aubin said that he would be interested.

**b.) Elections**

Marion Barnes graciously agreed to run the elections portion of our meeting. Grant Reso’s name was put forward for approval to our board. All were in favour. Lise Richer, Conrad Gonthier, Laurie Pennell, and Matt Latimer are in year one of their two year term. Andy Davidson informed Lise that he wished his name to stand for re-election in abstentia. Mike Petrynka, Lesely Ellam, Christiane Taylor, Tony Gross, Sandra Latreille, Andy Davidson, Cathy Durham are up for re election and stood along with Grant Reso for the oath. Dave Barnes moved that all board members standing and our nominee be accepted. Seconded by Mike Lalonde. One abstention. Carried.

There were no questions from the floor.

**8. Adjournment**

The meeting was adjourned at 7:50 p.m. **The next AGM will be October 2015.**