



Minutes of the Annual General Meeting

SVTC Warehouse

September 27th, 2019

6:00 p.m.

Present: Jacqueline Petro, Elizabeth Adams, Allison Main, Lesley Ellam, Renate True, Andy Davidson, Maryelle Tereault

Lise Richer, Conrad Gonthier, Matt Latimer, Christiane Taylor, Alicja Francis, Cathy Durham, Frank Burelle, Corey Disotell, Sue Kingston, Lacie Petrynka.

Regrets: Tony Gross, Peter Labelle, Jacques Labelle, Sandra Latreille

1. Call to Order

Lise Richer called the meeting to order at 6:15 p.m.

2. Approval of the Agenda

Lise Richer made a motion to approve the agenda as presented. **Seconded by Jaqueline Petro. Carried.**

3. Approval of the Minutes

Cathy Durham made a motion to approve the minutes of the October 26, 2018 meeting as presented. **Seconded by Elizabeth Adams. Carried.**

4. Chairman's Report

Lise Richer's report is attached to the minutes. Lise thanked our dedicated volunteers. Ticket Wicket continues to be our ticket selling provider. Tickets can also be purchased at the Alzheimer's Society Office. Aultsville continues to add on the \$1.00 fee for the Aultsville Refurbishing Fund for a total so far of \$9,122.00. A donation to the Be the Link/Soyer le lein campaign was made in the amount of \$5,000.00. Also one night's proceeds from a Comedy of Tenors, was donated in the amount of \$1,665.27. Two fundraising efforts for our sound budget (microphones) our last season – a paint night and a Comedy night. Our SVTC scholarships' deserving student was Kathryn (Katie) Aiken, and Vanetia Warner Award went to Alyssa Petrynka. Our 4th Annual Summer Theatre was held with 18 campers, with the kids musical, Sleeping Beauty. Our Playbill for 2019/2020 is **Chapter Two, Mary Poppins, Mamma Mia, and Nonsense.**

5. Treasurer's Report

Matt had projected \$112,025. in total income, with actual amount being \$106,847.68 in income. With expenses he projected \$121,018.64 and actual expenses were \$120,026.17, with a loss of \$13,178.49. Matt had included a graph showing our profit and loss since 2008.

The past year's season shows profit and losses were:

The Curious Savage \$1,440.08

Elf Junior \$15,071.18

The Drowsy Chaperone -\$2,601.88

A Comedy of Tenors \$3,585.15

A transfer will be made to the Building Fund of \$2,009.64

Total cash and bank accounts is \$44,081.82. Renate True asked from the floor, what exactly is the building fund. Maryelle Tetreault mentioned that it would be worthwhile to put money into a higher yield saving account. Budget for this year is \$46,081.10. Estimated \$136,075 profit this year with \$129,993.90 estimated expenses, estimated profit is \$6,081.10.

Matt Latimer made a motion to accept his Treasurer's Report as presented. **Seconded by Maryelle Tetreault. Carried.**

8. Committee Reports

a.) Facilities – Mike Lalonde/Steve Ellam

Report is attached to minutes. Mike Lalonde left his position as Warehouse Manager and Steve Ellam is the new Warehouse Manager. Warehouse Etiquette sign has been placed in the warehouse.

b.) Membership/Communications – Conrad Gonthier

Report is attached to the minutes. SVTC has total of 100 members, with the biggest change in student membership. Membership break down for this year:
26 Adults, 45 Students, 12 Seniors, 3 Family, and 14 Show.

c.) Marketing – Christiane Taylor

Report is attached to the minutes. Christiane read her report, talking a bit more about the surveys, and how marketing is vital to SVTC.

d.) Artistic Director – Andy Davidson

Andy's prospective Director packages will be sent out this weekend. Andy also has a number of independent playwrights who have sent SVTC their plays. If anyone would like to check them out, let Andy know and he will send them to you. Allison Main inquired about the wording in the Directors packages, if there is an indication regarding expectation of key people on the production team. ie. if SVTC expects certain people in key positions. As this is a board decision, the addendum wording to the Directors Package will be discussed at the board meeting following the AGM.

9. New Business

a.) Plans for the New Season

SVTC is currently looking into Grant writing. Peter Labelle and Marty Taylor are looking into writing government grants. We would love a \$40,000. to \$50,000. Trillium Grant for sound, video camera, scanners for the tickets.

Amy Malyon talked to the Marketing committee regarding the Tourism Grant from the City of Cornwall. Fifty kilometers away from Cornwall is considered a tourist. Amy gave good insight as to the process.

Lesley Ellam mentioned there was a building on 9th St. west of the Bowling alley for sale.

b.). Elections

Lesley Ellam, elections officer, took over this portion of the meeting. There are seven board members up for Re-election, should they decide to put their name forward.

Corey Disotell, Conrad Gonthier, Peter Labelle, and Lise Richer. Alicja Francis, Jacques Labelle, and Matt Latimer declined to let their names stand for re-election. No election is necessary this year. Our Constitution states that we need a minimum of three people for the board, so with nine people on the board, our quorum will be five, with the President/Chairman breaking the tie votes. The Constitution needs to be updated.

Lesley Ellam made a motion that the constitution be amended to read, instead of general membership appointment for president/chairman, that the board of directors will make a decision at their first board meeting . **Alicja Frances seconded the motion. All in favour. Carried.** Matt Latimer will send the amendment to Corporations Canada to file the change. The Board stood while Lesley read the oath of office.

The SVTC board, thanked Matt Latimer, Alicja Francis and Jacques Labelle for their years of service. Also thanked Mike Lalonde. We are sorry to see go!

10. Adjournment

The meeting was adjourned at 7:50 p.m. Next meeting will be sometime in the fall 2020.