

**Vagabond Players
Executive Board Meeting
July 18th**

Meeting: Called to order 7:01

Executive present and position:

Warren Johnson - President
Deb Tom - Treasurer
Ray Boulay - Production Manager
Ted Drabyk - Production Manager
George Edwards - Front House Manager
Denise Johnson - Props Coordinator
Al Zylstra - Residence Stage Manager
Regrets:
Val Lawlor – Past president
Craig Premack – technical manager

1. Position allocation/Secretary decision

Deb made a motion to accept Bev to the position of secretary.

George seconded

Carried

Keys: distributed to Secretary for theatre, costume room, workshop door and mailbox.

2. Box Office and ticketing information

Discussion: Box Office position will be handled by Warren for now; assistance will be necessary from members.

Action: Warren will contact members who expressed interest in helping out
Ticket service – to be discussed at a later date.

3. Publicity position - Bev will do this for Sherlock's Veiled Secret

4. Correspondence:

2 emails received:

- 1) Kim Drabyk request to use the theatre to teach Scottish Dancing on a weekly basis;

Motion – To allow Kim Drabyk to use the theatre lobby for Scottish dance class once a week for a year. Tentative time and day to be established. Ted will be present for every class.

Fee \$5/wk

Seconded – Ray Boulay

Discussion followed – will consider Kim to return the service with in kind service.

Carried (Ted abstained)

2) Gina Armstrong – want to take pictures of the inside of the theatre in July.
Action – After discussion, executive decided that Bev will contact Gina and advise we are too busy at this time.

5. Treasurer's Report

- \$32,927.70 checking
 - \$1,812.00 gaming
 - \$28,743.00 savings
 - \$205,786.33 term deposits
-
- Gst rebate - done on line
 - 3 new memberships received in mail.
 - Signing authority will be arranged to add Warren and Ray
 - Action – Deb, Warren and Ray will arrange this at Prospera
-
- 50/50 Gaming licence
 - Action: Deb will apply to BC Gaming for licence for Sherlock's run only.

6. Sherlock's Veiled Secret

Budget –

Motion – Bev: To set the budget for this show for \$5000.

Seconded – Ray

Carried

Bev will present budget items at production meeting on July 25th.

7. Upcoming season; date determination

December show – co-pro with Lauren Trozduk's group. Details are being discussed
Craig is the liaison.

Motion – Ray - to consider the following productions and directors:

Marvelous Wonderettes - Wayne Nolan

Rumors - Kayt Roth

Laughter on 23 Floor - Myles L.

Motion – Al - to set all shows at 3 week run, potential 1 week holdover

Seconded – George

Discussion followed; Sherlock's Veiled Secret will remain as advertised - 10 shows,
Carried.

Action: Ray will contact the directors to confirm availability, dates.

8. Netflix request to film series in the theatre

Update/requirements

Painting Thursday of long weekend; production dates - August 2, 3, 4

Discussion: Virgin River is the Netflix production.

Netflix wish to paint the persimmon, continuing the beige strip and red walls to the stage, request to have the color remain until November.

Virgin River – will pay \$60/hr for twelve hour/day - technician and Vagabond Players rep.

\$1500/day rental fees to Vagabond Players for each of the production and clean up days.

Motion – Deb - Warren to be the represent and Craig for the technical rep.

Ted - Seconded

Passed

Question from VR – what is official name of group; Ray will be liaison.

9. Email communication

Discussion on correct lines of communications established. Request from AI not to “REPLY ALL” unless necessary.

10. Next executive meeting – August 15th; 7PM

11. New Business

The Square pay system from Langley Little Theatre treasurer:

It is called Square and is a Canadian company. It is a great product and I highly recommend it. One person needs to be in charge of the setup and maintenance. There are a couple of different Square products but I would recommend the Square Terminal, cost about \$1000. The main reason I chose this product is because when set up properly there are NO monthly fees!!

Gail Ruginis.

Discussion: various theatres use this system and are happy with it's uses.

Action: Bev will look into purchasing.

Manager will be Ted and Ray

Front of House purchasing: Alexander Wilson to volunteer.

12. Volunteers – members need to be contacted for positions for Sherlock.

Action – Doug to send out email to members.

13. Shop supplies George

Action – Deb will contact Home Depot and other shop suppliers to reactive credit cards.

Warren will contact Sherwin Williams

14. Social media – coordinating.

Marty Barrett volunteered to manage social media; Facebook, Instagram, Twitter. Website.

Doug Joel will coordinate with Marty.

Meeting adjourned at 8:41 seconded by AI.

All minutes can be seen on the Vagabond Players website; vagabondplayers.ca; link is *members* and password is: *bernielegge*