

**Vagabond Players**  
**General Meeting Summary**  
**Bernie Legge Theatre**  
**October 18, 2021 - 7:00PM**

**Executive Present:** Valerie Lawlor, Isabel Mendenhall, Deb Tom, Al Zylstra, Craig Premack, George Edwards, Anya Chmielewski

**Regrets:** Ted Drabyk

**Recorded by:** Anya Kaz Chmielewski

**Meeting called to order at:** 7:03 pm

- 1) **Welcome (Val):** Quorum - General Meeting
- 2) **Reading and Approval of Minutes (Val):**  
**MOTION** - By Nancy to approve the September 27, 2021 General Meeting Minutes.  
**2<sup>nd</sup> by:** Al **CARRIED**
- 3) **Correspondence (Val):**
  - Ken & Holly Fynn from Northern Paranormal Investigations (NPI) requested access to the theatre for a paranormal investigation on Saturday, Oct 16, 2021 from 6:30pm - 11pm. Will be a small group. Board approved
  - Request from Ray Boulay, founder of Helter Spectre ([helterspectre.com](http://helterspectre.com)) to do paranormal investigation. Board has approved, date TBD. Al could be there if required.
  - Request from Alison Main-Tourneur to borrow a dress for her upcoming show, Marion Bridge. Found the dress after meeting.
  - Request from Stage 43 to rent our shop (they will bring their own materials) to build some set pieces for their January show.  
**MOTION** raised by Alison to allow Stage 43 to use our workshop up to 3 days in lieu of future ad for a Vags show; if workshop usage exceeds 3 days, then a daily fee of \$25 will apply. Anyone using our shop has to become a member of Vagabond Players. Shop to be used during daytime hours only.  
**2<sup>nd</sup> by:** Alice **CARRIED**  
**Action Item:** Val to advise Studio 43
- 4) **President's Report (Val):**
  - Nothing back from the City re. lease addendum
  - The Co-Operators Insurance quote received is cheaper for more coverage; policy is up for renewal in mid-November
    - **Action:** Val to do more thorough comparison search
  - Local community theatre group updates:
    - Metro - concession items now \$3
    - NVCP:
      - Planning a Feb 2022 show but not starting to sell tickets until January. Tickets \$20 Adults, \$18 Seniors & students
      - They have posted on their FB page several short videos on various topics. Virtual Tours - Backstage at The Theatre at Hendry Hall.

- Langley Little Theatre:
  - Eliminating handbills and moving to disposable programs.
  - Selling 50/50 in one location only, patrons to buy tickets before sitting.
  - For their upcoming show, had 13 people audition for 4 parts.
  - Tickets are \$25. Flat rate, no seniors or student pricing
- loco Players, Port Moody Theatre Arts appears to be a new local community theatre group who are posting info on CTC FB page They are doing 3 performances of Love Letters in Feb at a legion. Ticket info not yet posted.

**5) Treasurer's Report (Deb):**

- Lost bookkeeper due to health issues.
  - **Action:** Deb to file charity form if previous bookkeeper can't
  - **Action:** Deb/Isabel to get our records and laptop from bookkeeper
  - **Action:** Deb/Isabel to look for new bookkeeper
- Main Chequing Account Current Balance: \$41,826.92
- \$50K transferred from Savings to 30-day renewal term GIC

**6) Production Reports (George/Warren/Ted):**

- Nothing to report

**7) Publicity Report (Isabel/Val):**

- Nothing to report

**8) Membership (Val):**

- Nothing to report

**9) Box Office Report (Val/Deb):**

- Nothing to report

**10) House Management/Props Report (George/Warren/Ted):**

- George/Warren tidied up and re-organized somethings (swept, changed furnace filters, cleaned bathrooms, organized plus added extra shelf in props room)
- Save On Disposal Dumpster/Recycling Blue bin/dumpster options discussion:
  - Save On – currently cumbersome process for treasurer as need to contact them and sign form every month, or else will be billed
  - Alternatives to Save On: Waste Management and others
    - **Action:** George, Warren to research companies, compare sizes, costs

**11) Stage Management Report (Al):**

- Nothing to report

**12) Technical Director Report (Craig):**

- Considering putting in twin pipes, 2x14, aluminum to hang curtain wings as previous pipes were damaged and removed
  - **Action:** Craig to get quotes and will work with Warren and George (Winter Project)

**13) Bullying and Harassment Committee (Val for Julie):**

- Nothing to Report

**Costume (Val for Angie):**

- Costume Sale –
  - Pre-sale (\$250) to Ivan Sayers, original pieces vintage fashion collector; Ivan also interested in doing a fashion show at Vags at some future point (he would produce)
  - Joy Ann (Stage 43) bought several hats for their upcoming show, *The 39 Steps*
  - Total revenue generated: \$461
- Discussion of potentially giving remaining pieces to Burnaby Village Museum, Fort Langley Museum, Irving House (also Val may try might to sell to some who were unable to attend sale)
  - **Action:** Deb to enquire with Burnaby Village Museum to see if they could use

#### 14) Play Reading (*Val for Matt*):

- Looking for submissions but getting little response
- Option is to produce a show that was approved by two Playreading committees: *The Butler Did It* by Tim Kelly (75 min, cast of 10);
  - **Action:** Val to follow-up to see if can get copy to the committee sooner.
- Dale Kelly has indicated he still wants to do *Sherlock's Veiled Secret* in 10/2022
  - **Action:** Val to ask him to formally submit
- Concern: Covid restrictions (strong factors - # cast, show length, no intermission)
  - Step 3 Covid Safety Measures – Arts Club has good policy posted online
    - **Action:** Val to photocopy if someone needs

#### 15) Social/Events (*Isabel*):

- Nothing to report

#### 16) Community Theatre Coalition (CTC) (*Val*):

- Nothing to report

#### 17) Theatre BC (*Val*)

- Nothing to report

#### 18) Arts Commission (*Ted*):

- Nothing to report

#### 19) Old Business

- Deb tried to find someone to do inventory appraisal but no success so far. Vags should be able to do it over time. New insurance will include our estimate of value.

#### 20) New Business

- Need to review show budgets (costs going up)
  - Potentially review at beginning of next year
  - Issue: no budget pre-planning done; generally producer does budget/cost breakdown; “specialty items“ need to be considered at the beginning of the production process and documented
    - **Action:** Val to create a committee
- The Audrey puppets are being used at Delta Secondary School in April 2022.
- Safety issues - the wood part of the steps outside the theatre very slippery when wet.
  - **Action:** Val to follow up with the City on safety issues discussed.

There being no other business, the meeting was adjourned at **8:10 pm**.

**Next meeting: 6 Dec 2021** (short meeting followed by social; announced 2-weeks prior)

Minutes of all meetings can be found at:  
<https://www.vagabondplayers.ca/members>  
 The password is: bernielegge