

Vagabond Players Executive Meeting

May 4, 2025

Meeting called to order: 7:01pm

Regrets: Val Lawlor and Warren Johnson Seven members present

Chaired by Dwayne Campbell

Recorded by Isabel Mendenhall

MOTION by Deb Tom to waive the reading of the minutes from the previous meeting.

Seconded by Al Zylstra **Carried.**

Treasurers Report: Deb Tom - Written report submitted. Total in our Prospera Credit Account- \$278,020.51.

Correspondence: Isabel Mendenhall – We will be hosting the Heritage Home Tour on May 25th. Volunteers will be needed for the two shifts at our venue. So far, I have commitments from Al Zylstra, Walter Dorken, Lindsay MacIntosh, Val Lawlor, Ray Boulay, Cynthia Dean, Elizabeth Mendenhall and myself. I will be attending the Heritage Tour meeting on May 14 and will update our volunteers. Thank You!

Production Report: Dwayne Campbell - The Revolutionist seems to be doing well. The Ladies Foursome auditions have been rescheduled for May 5th and 6th and will probably not have callbacks.

Technical Report: Scott MacDonald - We are ordering a cyclorama that is going to cost over \$3,000.00, so we need the approval of the membership before we can go ahead with the order. It will take two to three weeks to receive, and we need someone to be at the theatre for its delivery. Dwayne will meet the driver as long as we can get a general time. As the costs are going up on our equipment, we also want to order a black scrim for use in other productions. The cyclorama will be used in The Ladies Foursome.

House Manager report: Cynthia Dean – Not much to report. FOH positions are staffed. Things are running smoothly.

We have a problem with the air conditioning being too hot or too cold in the auditorium when a show is running. Suggestion made that we make sure the stage manager for each show knows how to set the AC, depending on the audience size.

Not enough money was allotted for the cast and crew for their Sunday rehearsal of The Revolutionist. 15 people got one piece of pizza. The allotted amount is 25.00 per person up to 500.00, depending on cast size. This will need to be remedied for the closing night cast party. Deb will talk to cast and arrange what they'd like for closing party food

Box Office: Lindsay MacIntosh – Revolutionist has brought in \$13,900, as of this morning. Ticket sales are down.

Stage Manager report: Al Zylstra - Things are going well, and Conner is very impressive. He is handling his duties quite well.

Set Decoration: Ray Boulay - Not much to report. An email from Michelle of the Revolutionist. She has some props for us. Downstairs needs a bit of a tidy up.

Play Reading - Discussion ensued. A 5th show in the summer will be available for a co-pro or a show of our own, so we will leave it open for now. **Motion** by Al Zylstra and seconded by Ray Boulay to accept the plays chosen by the Play Reading Committee. Passed. The membership will vote on the season at our May 26th meeting, and we should have the rights before our AGM in June.

Old Business: We will not be doing season tickets as it is labour intensive.

Cultural Crawl: We probably will not be involved with the Cultural Crawl in October, but we could buy an ad in their program letting people know we are here.

New Business:

- **Just Pros Request** (Toastmasters) To continue the use of the theatre on the first and third Saturdays each month in the morning. They would like to renew their contract with us. They would like to host an open house to bring more people in. Discussion ensued. Vagabond Players will need an update on dates for the first four to five months and then again for the rest of their season for our scheduling calendar.
- Request from NPI to use the theatre in August. Recommended that they look at a date in the new year. We will table it for the time being.

Volunteer Appreciation Day: **Motion** by Deb Tom and seconded by Al Zylstra, that we continue with \$25.00 Starbucks gift cards for people who have contributed on shows and front of house in our 2024 and 2025 season. **Passed.**

Dwayne Campbell has volunteered to grill burgers and hot dogs for the Volunteer

Appreciation picnic on Jun 22nd, right after our AGM.

Motion to adjourn at 8:15pm Passed.

Next General Meeting scheduled for May 26th

*Minutes of all meetings can be found at : <https://www.vagabondplayers.ca/members>

Password is: bernielegge

