

VAGABOND PLAYERS TREASURER'S REPORT MEMBERS MEETING - SEPTEMBER 18 2023

Prospera Credit Union

We had an appointment at Prospera Credit Union, Alison Main and Lindsay Munson have been added as signatories, Valerie Lawlor has been removed. At this time, we transferred \$29,000 from the savings account to the checking to cover the cheque to Innovation Lighting for \$21,355.79. We also went over the instructions for the cashing in of Term Deposit which is to be divided equally between the chequing and saving accounts. New Cheques were ordered.

Balances as of August 31, 2023

Chequing	\$32,005.49
Savings	459.96
Gaming	4,375.00
Term Deposits	206,217.33
Total Monies	\$243,057.78

- Donation of \$200 from City Stage New Westminster who are dissolving their non-profit.
- **Treasurer Coverage needed Oct 19 – Nov 20th. Alison will have the cheque book.**
- **Nov/Dec Gaming License & Nov/Dec Liquor Licenses** – I will get these done before I leave for vacation.
- **2023/2024 Season.** In order to promote the entire season starting September, all rights needed to be purchased as this is a requirement by the agencies we obtain the performance rights from. During this process some changes were making retroactive motions necessary.
 - **Men Express their Feelings:** Oct 12 – 29, 2013 Agreement was signed for the arrangement of Article II, Section 2.01 ...“non-returnable recoupable advance payment against the Royalty Due \$1,200.00+ GST...”Section 2.02 “The Producer agrees to pay and the Author Accept 10% of GWBOR” + GST”. **Unfortunately, we were unable to cast the show in time for October 2023.**
Article I, Section 1.02 Termination of Rights if no Production. The Play shall terminate automatically and without notice in the event the first paid performance of the Play is not Presented by the Producer on October 12, 2023, unless prior written agreement is reached between the Producer and the Author.
 - **The Marvelous Wonderettes** - - Original Dates November 30 to December 17th with two additional Saturday Matinees Contract with Broadway Licensing \$8,153.55. This is part of the shows \$18000 budget.
 - **The Last Romance – Revised Dates Feb 8 to 25th, 2024** An extra week of rehearsal was added to accommodate for Christmas – New Years Week Holidays. **Members felt no need to make a motion to approve date change. Agreement for the Last Romance is through Dramatists. Royalties cost \$2,376.39.**
 - **Play On** – Dates were revised due to additional week for the Last Romance and after conversations regarding our experience with Laughter and cancelling the Friday April 13 to accommodate Hyack Festival, the performance dates were changed to April 25 to May 12, 2024.
Rights and scripts were obtained from Concord Theatricals for \$2,321.79
- You will note that the Musical Royalties are approximately \$5,800 more than the average show budget.
- **Insurance is up November 2023.** I spoke with Sandra Taylor at Cooperators Insurance as our Policy is up for renewal in November. She answered the following questions:
 - Q) Is a member covered if rehearsing at another venue? A) No. We would need to add that venue to our policy.
 - Q) Is an individual covered under our policy if working on a production or using our space and not a member. A) No, they are expected to have their own insurance i.e. trades. This is why we request others using our theatre need to get insurance.
 - Q) Do we need a separate insurance one that names City of New Westminster and another for Vagabond Players i.e. contents insurance. A) No, we already have 761,000 contents insurance.
 - Q) Do we need to provide an equipment list for technical upgrade. A) No, it is Vagabonds Players that must have list of assets

In discussion with Sandra our insurance quote should be ready shortly. It has gone up in price by a couple of hundred dollars from \$4,964 to \$5152.00 but this is not exact. As the next Board meeting is on Oct 16th, I have made an appointment at their office on Tuesday, October 17th, 2023 at 10am to sign the policies and provide payment.

“Motion: To proceed with renewing the insurance policy through Co-operators Insurance for an amount not exceeding \$6,000.00”

Audience View/Pay Pal – Nicole from Audience View informed me that Vagabond's Contract is up in April. The rate per ticket has not changed but a \$200 month fee will be charged. She will see if she can negotiate that down. I investigated Clover as an option to Paypal as recommended by Prospera – they are not a gateway. Nicole has sent me two other options Authorize.net and CardConnect as well as contact information. I will look into this in the new year.

Primary Liquor License - all 2023/2024 Board of Directors have received BC Liquor & Cannabis Person history summaries to complete and need to go through a Criminal Record check which can be done on line. Edna, Rising Tide Consultants provide us with a Statutory Declaration that each Board member will need to get notarized. Westminster Centre Notaries has agreed to do all 9 of us @ \$50 each and we can pay on one Invoice.