

**Langham Court Theatre
Board Meeting Minutes
May 13, 2020**

Meeting held via Zoom

Present: Michelle Mitchell, Dawn Schell, Sarah Heyman, Don Keith, Bill Huzar, David Elendune, Rosemary Jeffery, Kevin Stinson, Quinn MacTavish

Guests: Michelle Buck

Meeting was called to order @ 7:35 PM by Michelle Mitchell

Board meeting minutes submitted for approval:

- February 17/20
- March 16/20
- March 30/20
- April 14/20
- April 29/20

Approval of minutes:

February 17/20; March 16/20; March 30/20; April 14/20 & April 29/20

MOVED by Kevin Stinson, **SECONDED** by Don Keith. **CARRIED**.

Discussion arising from recent government re-opening plans:

- Langham Court Theatre will need to set policy for people who are working in the building
- Michelle Buck will bring forward information to HR committee meeting
- Rosemary Jeffery has started a preliminary framework for re-opening and will bring this to HR committee

Reports:

1. GM report – Michelle Buck (see attached)
 - Building update – have estimates for upgrading lighting in Costume Loft – money has already been applied for to cover the costs through gaming fund
 - BC Hydro has a subsidy for moving to LED – Bill Huzar will inquire
 - Given current Covid-19 situation more cleaning may be required– may need to consider offering more hours/budgeting for cleaning
 - Question about support for “The Canadian Play Thing”
 - One idea – donate to TCPT and LCT will match up to a total of \$500
 - Michelle B will discuss with Janet Munsil about this idea of support
 - Theatre SKAM
 - Seeking rehearsal space July 13 – August 28
 - Have to determine who would do the cleaning
 - Need guidelines and policies about rentals moving forward

- Given a tentative Yes
- June Newsletter – submissions required by May 22
 - Board members to email Sarah Heyman some theatre trivia questions by Sunday, May 17th

New Business:

Michelle Buck and Bill Huzare are exploring the possibility of an insurance claim for “business interruption”

An idea - Sarah Heyman

- *Langham in the Park* – in order to thank our season ticket holders who have donated, volunteers, members, neighbours, etc. host a Variety night outside the theatre in the parking lot during summer
- Discussion

Year end celebration – invite people to next year’s celebration in-person

Quinn exploring the idea of selling t-shirts at ticket price as a fundraiser

- base cost is \$9.95/shirt
- Quinn will bring a proposal to the next meeting

Meeting Adjourned @ 9:01 PM

Next meeting May 27, 2020 @ 7:30 PM