

**Langham Court Theatre
Board Meeting Minutes
May 25, 2020**

Meeting held via Zoom

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

Guests: Michelle Buck

Regrets: David Elendune

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

Discussion about General Manager resignation

- Michelle Mitchell expressed excitement for Michelle Buck's new role and gratitude for what she has done for the past four years
- Michelle Buck is talking to staff on May 26, 2020
- A public announcement will be made on May 27, 2020

Next steps for General Manager role

- Discussion about Interim General Manager
- Interim gives LCT an opportunity to determine what is needed in GM role and how to potentially restructure the organization
- HR Committee will be inviting input into job description, etc.
- Motion to accept HR committee's recommendation
- **MOVED by Kevin Stinson. SECONDED by Don Keith. CARRIED.**

Board meeting minutes submitted for approval: May 13, 2020

Approval of minutes:

MOVED by Rosemary Jeffery, SECONDED by Sarah Heyman. CARRIED.

Motion to approve agenda

MOVED by Rosemary Jeffery. SECONDED by Bill Huzar. CARRIED.

Reports:

GM report – Michelle Buck (see attached)

- Discussion about 2020/21 season (future thinking section of GM report)
 - o Concerns expressed about ongoing questions re: possible second wave of pandemic
 - o Continue to be creative and flexible in theatrical offerings (doing alternative programming)
 - There are things we can do that are engaging, interesting, satisfying
 - o Could possibly still sell season tickets for whatever those offerings are for smaller audiences
 - E.g. readings, one person shows, live streaming, local shows

- If we choose to go this route – we need to be clear about our messaging (i.e. that we are not 'going dark')
- Discussion about surveying members and subscribers or finding some way to connect and allow members/subscribers a voice
 - Agreement that importance of surveying is people feeling heard and to be inclusive
 - Don't ask questions we can't actualize
 - Clearly lay out the parameters and offering people realistic options
 - Determine the goal

T-shirt proposal

- Quinn would like to pause the idea
 - Perhaps wait until we are re-opening and doing it for each show

Michelle Buck left @ 9:04 PM

In camera session began 9:05 PM and ended at 9:11

Meeting Adjourned @ 9:12 PM

Next meeting – June 17, 2020 @ 7:30 PM

Invite Finn & Jon Scheer to attend