

# LANGHAM COURT THEATRE SOCIETY – BOARD MEETING MINUTES – APPROVED

Sunday, February 19, 2023, 6:00 PM

**DIRECTORS PRESENT:** Wayne Yercha (President), Andrew Gabriel (Vice President), Andrew Law (Treasurer), Marilyn Kuss (Secretary), Katlia Lafferty (Member at Large), Caroline Herbert (Member at Large), Blake Handley (Member at Large)

Chairperson - Wayne Yercha

Meeting minutes recorded by Marilyn Kuss

---

Meeting called to order at 6:03 PM by chairperson, Wayne Yercha

1. **Territorial Acknowledgment:** Langham Court Theatre resides on the territories of the ləkʷəŋən speaking peoples, also known as the Esquimalt and Songhees First Nation. We live and create on this land with humility and gratitude.
2. **Approval of Agenda**  
Moved by Caroline Herbert, seconded by Blake Handley. **CARRIED**
3. **Approval of Board Meeting Minutes of January 8, 2023 - ELECTRONIC**  
Moved by Katlia Lafferty, seconded by Marilyn Kuss. **CARRIED**
4. **Treasurer's Report - Andrew Law**
  - Sales and Expense Figures for Silent Sky
    - Gross Ticket Revenue: \$32,569
    - Gross Bar Revenue: \$ 2,327
    - Ticket Service Fees: \$ 2,569
    - Production Expenses: \$ 2,532
    - Advertising Expenses: \$ 3,033
  - Gross Ticket revenue for Hearts and Huskas Fundraiser = \$9,751 which will be transferred to their foundation. Langham has decided to cover the ticket service fees for this fundraiser through bar sales from the event. Revenue amounts for the silent auction = \$3,803 and will also be transferred to the Ukrainian Foundation.
  - Net Ticket Revenue for the Lawyers On Stage Theatre Production = \$12,320, from which Langham collected a fee of \$1,200. A check for \$11,120 was made to LOST.
  - \$25,000 was transferred within Coast Capital to replenish our operational reserve account which had a balance of .70 cents.
  - The finance committee created a draft budget for the remainder of this fiscal year which is currently being reviewed by the board and is intended to help inform decisions regarding our next season.
  - Two new Credit cards were received from Coast Capital - each with a credit limit of \$2000. We are now seeking to increase that credit limit to \$4000 per card, as they are used to pay ThunderTix processing fees.
  - We have been working with our bookkeepers to ensure that our charitable tax return is filed on-time.
  - **MOTION:**  
Be it resolved that Langham Court Theatre Society approve the Treasurer's Report as presented. Moved by Andrew Gabriel, seconded by Caroline Herbert. **CARRIED**

## 5. Secretary's Report (correspondence received)

- Jan Streader - correspondence received, acknowledged, and to be considered in the proper course of business.
- Angela Henry and Keith Digby - correspondence received, acknowledged, and to be considered in the proper course of business.

## 6. Business Arising from the Previous Meeting

- **MOTION:** Be it resolved that Langham Court Theatre Society provide a budget of \$7500 including advertising and promotion for the production of *Moon Over Buffalo*.  
Moved Blake Handley, seconded Andrew Gabriel. **CARRIED**
- Hearts and Hustkas, fundraiser for Ukrainian newcomers.
  - Donations will continue to be accepted until end of February.
  - Flowers to be sent to Alice Bacon and her team at Brentwood Bay Village Emporium in appreciation of her catering the event and donating the food for the reception.
- Update re co-production with Flamenco de la Isla Society: Rehearsal March 22, tech rehearsal March 24, performance March 25.
- Recap of Central Middle School Event.

## 7. New Business

- **MOTION:** Be it resolved that Langham Court Theatre Society purchase a Square POS for the bar at a cost of approximately \$900.  
Moved by Andrew Law, seconded by Blake Handley. **CARRIED**
- **MOTION:** Be it resolved that Langham Court Theatre Society purchase a new box office computer for the cost of approximately \$2,000.  
Moved Blake Handley, seconded Andrew Gabriel. **CARRIED**
- **MOTION:** Be it resolved that Langham Court Theatre Society purchase, at a cost of approximately \$1,000, a new camera to stream the stage production on the theatre screens.  
Moved by Andrew Gabriel, seconded by Marilyn Kuss. **CARRIED**
- **MOTION:** Be it resolved that Langham Court Theatre Society provide a budget of \$1,000 to be used for volunteer related activities.  
Moved by Marilyn Kuss, seconded by Caroline Herbert. **CARRIED**
- **MOTION:** Be it resolved that Langham Court Theatre Society sponsor and host the Victoria Festival of Authors in October 2023.  
Moved Andrew Gabriel, seconded by Blake Handley. **CARRIED**
- **MOTION:** Be it resolved that Langham Court Theatre Society purchase a Volunteer Victoria membership.  
Moved by Caroline Herbert, seconded by Marilyn Kuss. **CARRIED**
- **MOTION:** Be it resolved that Langham Court Theatre Society approve a production schedule of 5 Langham shows for the 2023/2024 season.  
Moved by Andrew Gabriel, seconded by Blake Handley. **CARRIED**
- **MOTION:** Be it resolved that Langham Court Theatre Society raise ticket prices for Langham productions by \$2 for each category of ticket.  
Moved by Andrew Law, seconded by Blake Handley. **NOT CARRIED**

- **MOTION:** Be it resolved that Langham Court Theatre Society raise ticket prices for Langham productions by \$1 for each category of ticket.  
Moved by Blake Handley, seconded by Andrew Law. **CARRIED**
  - **MOTION:** Be it resolved that Langham Court Theatre Society approve a March 19, 2023 co-production performance with VADArts in support of Türkiye & Syria Earthquake relief.  
Moved Blake Handley, seconded by Andrew Gabriel. **CARRIED**
  - **MOTION:** Be it resolved that Langham Court Theatre Society approve the production of a Langham play to take place in the summer of 2023.  
Moved by Andrew Gabriel, seconded by Caroline Herbert. **CARRIED**
  - **MOTION:** Be it resolved that Langham Court Theatre Society create a Cultural Committee to be chaired by Board member, Andrew Gabriel.  
Moved Blake Handley, seconded by Caroline Herbert. **CARRIED**
  - Board discussed various matters including potential co-production events, online calendar, security, lighting, and gaming grant.
8. **Next meeting** – March 12 (rescheduled to March 19).
9. **Meeting Adjourned** – 10:00 PM. Moved by Caroline Herbert.