

LANGHAM COURT THEATRE SOCIETY – BOARD MEETING MINUTES

Approved

Wednesday, July 5, 2023, 6:30 PM

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

Guest: Jason King

Chairperson - Wayne Yercha

Meeting minutes recorded by Wayne Yercha

Meeting called to order at 6:35 PM by chairperson, Wayne Yercha

- 1. Territorial Acknowledgment:** Langham Court Theatre resides on the territories of the lək'wəŋən 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 Andrew Gabriel, seconded by Caroline Herbert. **CARRIED**
- 3. Approval of Board Meeting Minutes of April 30, 2023**
Moved by Andrew Law, seconded by Blake Handley. **CARRIED**
- 4. Treasurer's Report - Andrew Law**

Gross Revenue for different productions follows:

DeviAnts: \$4740

Target: \$1,085

Berlin Blues: \$6081

Subscription Sales for 2023/2024 Season (as of July 5th 2023):

Total Order: 184

Total Seats: 305

Gross Revenue: \$35,034

Regular ticket sales for all 5 plays begins on August 1st

Coast Capital Operational Account Balances:

Operational Chequing: \$31,148

Operational Reserve: \$38,135

Special Projects Savings: \$81,990

- MOTION:** Be it resolved that Langham Court Theatre Society accept the Treasurer's report as presented.
Moved by Blake Handley, seconded by Caroline Herbert. **CARRIED**

5. Correspondence Received

- Mitch Barnes: Matters related to Mr. Barnes correspondence were discussed and referred to the Cultural Committee.
- Messages in regard to Pride month were received and noted.

6. Business Arising from the Previous Meeting

- Lounge refurbishment - furniture repair/replacement: Caroline Herbert has begun formation of a committee to plan lounge refurbishment.
- The Board discussed updates re Langham co-productions with Target Theatre (Alzheimer Society of B.C. fundraiser) and Reconciliation Theatre (Berlin Blues). Both co-productions were greatly appreciated by the participants and community and were very successful in all respects.
- Arden Rose art display in lounge now completed - 16 paintings sold.
- Lifetime Networks co-production booked to return to Langham in May, 2024.
- Accessibility review conducted by accessibility expert – recommendations being reviewed/implemented.
- Blake Handley to explore feasibility of paving the parking lot.
- All directors for the 2023/24 season have been approved.
- Board discussed upcoming Costume Sale, VADArts, theatre security, invoicing and payment procedures, potential air conditioning in booth, and lounge speaker.
- Board received updates from Technical Director, Jason King, re camera/monitor, and potential lighting upgrades.
- Details of co-productions: Two general types, fundraiser co-productions which raise funds for which net ticket proceeds go to the organization (e.g. Help Ukraine Vancouver Island, Alzheimer Society of BC) or events where net ticket proceeds are shared between Langham and the organization (eg. Flamenco, Lifetime Networks, Reconciliation Theatre). Other events sponsored by Langham (e.g. Victoria Festival of Authors) involve a set fee charged by Langham or a combination fee structure.

7. New Business

- Board discussed updated liquor licence requirements.
- 2023/24 season brochure currently being printed.
- **MOTION:** Be it resolved that Langham Court Theatre Society approve two co-production family music events (Halloween and Christmas) to take place on October 29, 2023 and Dec 17, 2023. Moved by Andrew Gabriel, seconded by Blake Handley. **Carried**
- **MOTION:** Be it resolved that Langham Court Theatre Society approve a co-production movie fundraiser music performance to take place on August 26, 2023. Moved by Caroline Herbert, seconded by Andrew Gabriel. **Carried**
- **MOTION:** Be it resolved that Langham Court Theatre Society approve a co-production play with *Help Ukraine Vancouver Island* to take place in January, 2024. Moved by Andrew Gabriel, seconded by Caroline Herbert. **Carried**
- **MOTION:** Be it resolved that Langham Court Theatre Society approve a co-production with *Attitude Theatre*, subject to approval of proposed play, to take place in March, 2024. Moved by Caroline Herbert, seconded by Andrew Gabriel. **Carried**
- Potential one-night comedy co-production being explored.
- Co-production with The Wall Theatre Company (scheduled for July) postponed.
- Langham received a generous donation of costumes from an anonymous donor who noted Langham's community outreach as a central reason for the donation.
- Bayanihan Community theatre workshop and tour scheduled for Aug 15, 2023
- Board discussed the feasibility of hiring an Events and Operations Assistant.

- Board discussed the feasibility of returning volunteer Box Office Manager, Dick Newson to a paid position.

8. MOTION TO MOVE MEETING IN CAMERA:

Be it resolved that the Board of Directors of Langham Court Theatre Society move the meeting of July 5, 2023 In Camera in order to discuss legal matters.

Moved by Andrew Gabriel, seconded by Caroline Herbert. **CARRIED**

9. RETURN TO PUBLIC PORTION OF BOARD MEETING

MOTION: Be it resolved that the Board of Directors of Langham Court Theatre Society return to the public portion of the meeting of July 5, 2023.

Moved by Blake Handley, seconded by Andrew Gabriel. **CARRIED**

10. Other Business

- Langham President, Wayne Yercha, resigned from Board. He will remain on the Board for the present time in the position of Past President, as per the Langham bylaws.

11. Next meeting – September 11, 2023.

12. Meeting Adjourned – 10.00 PM. Moved by Andrew Gabriel.