

LANGHAM COURT THEATRE SOCIETY – BOARD MEETING MINUTES
Sunday, July 23, 2023 -- 6:00 PM

Call to order – 6:02

Present – Andrew Gabriel (Vice President), Wayne Yercha (Past President), Andrew Law (Treasurer), Marilyn Kuss (Secretary), Blake Handley (Member at Large), Caroline Herbert (Member at Large), Katlia Lafferty (Member at Large).

Meeting Chair: Andrew Gabriel (Vice President)

Minutes by: Marilyn Kuss (Secretary)

1. Territorial Acknowledgment: This meeting of Langham Court Theatre Society is being held on the territories of the lək'wəŋən speaking peoples, also known as the Esquimalt and Songhees First Nation. With humility and gratitude, we live and create on this land.

2. Approval of Agenda

Moved by Caroline Herbert, seconded by Andrew Law

CARRIED

3. Motions for Approval of Board Minutes

MOTION: Be it resolved that the Board of Directors of Langham Court Theatre Society approve the Board Minutes of July 5, 2023.

Moved by Wayne Yercha, seconded by Andrew Law

CARRIED

MOTION: Be it resolved that the Board of Directors of Langham Court Theatre Society approve the Board Minutes of June 7, 2023.

Moved by Wayne Yercha, seconded by Blake Handley

CARRIED

MOTION: Be it resolved that the Board of Directors of Langham Court Theatre Society approve the amended Board Minutes of May 29, 2023.

Moved by Wayne Yercha, seconded by Blake Handley

CARRIED

4. Treasurer's Report, July 23, 2023, Andrew Law

As discussed in our last board meeting, our CEBA loan of \$40,000 is due by the end of this calendar year. The GIC which was previously set aside to partially cover this loan (current balance \$31,487.40) does not mature until May of 2024. We must therefore use cash in our "Special Projects Reserve" account (current balance \$91,797.17) to cover this loan which we plan on paying before the end of this fiscal year ending August 31, 2023.

We have adopted a new "approval" payment process over the last 2 months which includes both the Treasurer and Secretary. This has greatly reduced the payment processing time for expenses and invoices submitted to Langham.

Gross Revenue for Activities

Costume Sale: \$5,381.70

Kaleidoscope Theatre Tickets: \$3,476.29

Subscription Sales for 2023/2024 Season (as of July 23th 2023):

Total Patrons: 178

Gross Revenue: \$42,490

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

Coast Capital Operational Account Balances:

\$20,000 was transferred from Special Projects Savings into our operational reserve.

Operational Checking: \$31,584

Operational Reserve: \$40,673

Special Projects Savings: \$91,797

MOTION: Be it resolved that Langham Court Theatre Society approved as amended the Treasurer's Report of July 23, 2023.

Moved by Blake Handley, seconded by Caroline Herbert **CARRIED**

5. Secretary's Report (Correspondence) - none

6. Business arising from the previous meeting

- LED floodlights bought and installed
- Summer deep clean of theatre - Caroline will get estimate for professionals – check rentals calendar – windows, upholstery, carpets, maybe \$500 to \$1000??
- Discussion of filling empty Board seats and of Bylaws 2.5 and 4.6.1.
- Door codes and security were discussed.
- A vacant President's position is filled by appointment by the Board, not by election at an AGM.

7. New Business

- Starting in October, Board meetings will be scheduled for the 1st Monday of each month – or bump to the Tuesday following a holiday on the Monday.
- All Board members are asked to send to the Secretary a list of all the Langham Committees that they are on.
- Andrew G is to meet with Production Chairs about type of workshops planned for next year.
- GM messages to Board to go to Vice President and Secretary.
- Blake Handley discussed the Access 2 card – doctor says if the person needs help, they pay but the accompanying person does not need to pay. Blake will ask Dick Newson to take a look at this way of making our theatre more accessible to physically challenged people.
- Liquor license requirements – all board members must complete a criminal records check through the Commissionaires no later than August 3rd and the liquor license must be renewed by August 31st.
- **RECORD OF ELECTRONIC MOTION:** Be it resolved that Langham Court Theatre Society provide the Gardening Committee with a budget of \$150 for gardening improvements. Moved by Wayne Yercha, seconded by Blake Handley **CARRIED**
- **RECORD OF ELECTRONIC MOTION:** Be it resolved that Langham Court Theatre Society approve the following (a) Preface/Introduction and approve (b) Wayne Yercha Resignation letter so that the Membership can, as soon as possible, be sent an email of these developments.

Moved by Marilyn Kuss, seconded by Andrew Law

CARRIED

This message is to inform you of some recent changes at the board. Wayne Yercha has stepped down as President of Langham, but will remain on the board as Past President for the present time. Our Vice President, Andrew Gabriel, will be taking on

the duties of the President, as per the bylaws. The board wishes to thank Wayne for his exemplary service and countless contributions to the Theatre over the last year. If anyone has any questions, concerns, or comments regarding this change, please feel free to express them in an email to the board via gm@langhamtheatre.com

Langham Board of Directors

Wayne Yercha Resignation: I am writing to you today to let you know that I have found it necessary to step down as President of Langham Court Theatre Society. The duties of the President will be assumed by Vice President, Andrew Gabriel. I have every confidence in Andrew and will endeavour to provide him with whatever assistance he requires as he transitions into his new responsibilities. In addition, I will remain on the Board as Past President for the present time in order to continue to facilitate the community outreach that was initiated during Langham's return to operation.

Further, I would like to extend my heartfelt appreciation to the many dedicated members and volunteers in all areas of the theatre who have so generously supported my efforts as President and de facto General Manager during these past 9 ½ months – with special thanks to Dick Newson (Volunteer Box Office Manager), Kathy Macovichuk (Communications Director), as well as Langham staff, Deanna Milligan (Costume Loft Manager), Jason King (Technical Director), and Chris Clarke (Facilities Manager/Custodian).

The process of reopening the theatre (box office, bar, volunteers, productions, rentals, etc.) and returning it to financial viability has required an extraordinary amount of time, energy and hard work by all involved. I am immensely proud of what the Langham community has accomplished during this short time. In addition, I am hopeful that the valuable work we've done to benefit the wider community and provide opportunities to share our stage will continue to evolve and expand, along with our long-standing, well-respected Langham productions, as we move into the future.

Below is an overview of the events and productions that we have created, sponsored, or supported during the past 9 ½ months:

- Three very successful and well-received Langham plays.
 - *Almost Maine*: Directed by Tony Cain and featuring a number of actors new to Langham, including students from the Victoria Academy of Dramatic Arts.
 - *Silent Sky*: Directed by Zelda Dean, supported by the astronomical community, and featuring a special presentation by renowned astronomer, Dr. Sara Ellison.
 - *Moon Over Buffalo*: Directed by Morgan McLeod and featuring many new volunteers, both actors and production crew.
- Two catered volunteer events: An Open House welcoming the wider community and a Volunteer Appreciation event (both highlighted by a play rehearsal).
- *Lawyers on Stage* charity fundraising performances of *Dracula* – supported by Langham.
- *Vinnie Chadwick Food Drive*: A large quantity of food and clothing along with over \$1000 donated to The Mustard Seed.
- Two Readers Theatre events: *Miss Bennet: Christmas at Pemberley*, directed by Wendy Gail (a co-production with *Theatre Carpe Diem*) and an offsite production at *The Cedar's* retirement home.
- Three popular Art Shows in the Langham lounge.
- *Central Middle School's* performances of *Hamlet* and *A Midsummer Night's Dream* - supported by Langham.
- Co-production: *Hearts and Hustkas* - \$15,000 raised to support Ukrainian newcomers, in association with *Help Ukraine Vancouver Island* (HUVI).

- Co-production: VADArts performance of *Everybody* - all ticket proceeds donated to the *Red Cross Türkiye & Syria Earthquake Appeal*.
- Co-production: *An Evening of Flamenco* in support of the Victoria Flamenco Festival - net ticket proceeds shared between Langham and *Flamenco de la Isla Society*.
- Co-production: *Lifetime Network Theatre Troupe's* performance of *The DeviAnt Superheroes* - "an inclusive theatrical co-op of adult artists with disabilities" - net ticket proceeds shared between Langham and Lifetime Networks.
- Co-production: *Target Theatre's* performance of *For Old Time's Sake* - net ticket proceeds donated to the *Alzheimer Society of B.C.*
- Co-production: *Reconciliation Theatre's* performance of *The Berlin Blues*, (by award-winning Canadian Indigenous playwright, Drew Hayden Taylor, who will be in attendance at the *Victoria Festival of Authors*, hosted and sponsored by Langham in October, 2023) - net ticket proceeds shared between Langham and Reconciliation Theatre Society.

As an aside, I would like to share a message from Tom Rokeby, the Artistic Director of Reconciliation Theatre. It is representative of the appreciation shown to Langham by all the various community groups we have worked with: *"I've had numerous chances to discuss our Victoria experience with Nanaimo theatre friends and it's hard to convey to them just how well we were treated by Langham Court Theatre and the magnificent response we received from Victoria audiences. We have been hoping to build an island circuit of sorts for our work, and having a friendly and welcoming venue in Victoria is a central piece to that puzzle. Haych qa."*

- The Langham Costume Sale.

In addition, in the upcoming months, along with Langham's new five-play 2023/24 season, the following events have been planned/scheduled:

- Theatre Tour/Workshop for the Filipino Canadian Community/*Bayanihan Center* (Aug. 2023).
- Musical event in support of the independent film, *Lucid* (August, 2023).
- Sponsorship and hosting of *The Victoria Festival of Authors* (October, 2023).
- Co-production: Two matinee music events for children and families (Halloween and Christmas, 2023).
- Co-production: *Lawyers on Stage* – to benefit designated charities (December, 2023).
- Co-production: *Help Ukraine Vancouver Island* (January 2024).
- Co-production: *Attitude Theatre* (March 2024).
- Co-production: *Lifetime Network Theatre Troupe* (May 2024).
- Co-production: *Reconciliation Theatre* – potential event (Summer 2024).
- Potential event: Support *Storyhive* documentary with Cowichan First Nations filmmaker re preserving Hul'q'umi'num language.

In closing, I would like to thank you, the members of Langham Court Theatre Society, for giving me the opportunity to serve as your President. It has been an honor.

Sincerely, Wayne Yercha - Past President

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8. Other business – None

- 9. Motion to move July 23 Board meeting In Camera to discuss legal matters**
Moved by Blake Handley, seconded by Caroline Herbert **CARRIED**

10. Return to Public Portion of the Meeting

MOTION: Be it resolved that the Board of Directors of Langham Court Theatre Society return to the public portion of the Board Meeting.

Moved by Blake Handley, seconded by Andrew Law **CARRIED**

11. Next meeting – September 11, 2023 at 6:00 in the Rehearsal Room.

12. Adjournment – 9:17, Moved by Blake Handley.