

LANGHAM COURT THEATRE SOCIETY – BOARD MEETING AGENDA **AMENDED**

Thursday, October 19, 2023, 6:00 PM – Rehearsal Room

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

Chair – Andrew Gabriel (Vice President)

Minutes by – Marilyn Kuss (Secretary)

Call to order: 6:17

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 Modified Agenda**

Moved by Blake Handley, seconded by Marilyn Kuss

CARRIED

3. **Approval of the Amended Minutes of September 11, 2023**

Moved by Wayne Yercha, seconded by Caroline Herbert

CARRIED

4. **Previous Meeting**

a. Marilyn will ask Kathy Macovichuk to update the “Welcome to LCT” document on the Langham website.

b. *The Lost Boy* Meet and Greet was held on Tuesday, October 17th.

c. Board practise is to assess the feasibility of paying for royalties for Readers’ Theatre plays.

d. A local playwrights’ showcase, discussion of Code of Conduct, and insurance issues were deferred to a future meeting.

e. The Christmas party, tentatively set for Saturday, Dec.16th.

f. Life Memberships --

i. Be it resolved that Langham Court Theatre Society approve at the 2023 AGM the five nominees recommended for Life membership by the Life Membership Committee.

Moved Marilyn Kuss 2nd Caroline Herbert CARRIED .

g. The Board discussed the process for making and recording electronic motions.

h. All contracts are to be printed and stored in the filing cabinet in the Office.

i. **Electronic Motion:** Be it resolved that Langham Court Theatre Society donate its 50% share of the net ticket proceeds of the January, 2024 co-production with Help Ukraine Vancouver Island (A Dictionary of Emotions in War Time) to HUVI to support Ukrainians relocating to Vancouver Island as a result of the ongoing war.

Moved by Wayne Yercha, Seconded by Blake Handley

CARRIED

5. **Treasurer’s Report - October 19, 2023**

Andrew Law

We are currently working with our bookkeepers to reconcile our box office, costume loft, bar, and production revenues and expenses. We are currently on track to have a draft EOY report to the board in early November, ready for presentation to the general membership at our scheduled AGM.

Implementation of Thundertix (ticketing) and Square terminals has simplified EOM reporting of revenues and expenses.

The costume loft recently recorded a \$7000 rental sale to a large film company working in the area.

Due to high costs (over \$3500/year) and relatively low usage, we have chosen not to renew the rental agreement for a large color and laser printer. We have purchased a new laser printer for the box office for \$400.

6. Secretary's Report (correspondence received)

- a. A request from Mike Kuss, Lead Carpenter to fund a "Thank You" lunch for the Build Crew was approved to be covered by the Volunteer Fund.
- b. Correspondence from Mike Kuss concerning hiring a Lead carpenter was received and acknowledged.

7. New Business

- a. An Indigenous play reading event was deferred to next meeting.
- b. Volunteers should be notified of events and given an opportunity to be part of the planning and organization by the ad hoc Social Committee.
- c. Storing clothing in the office is discouraged.
- d. The Board discussed the AGM requirements as mandated by Langham Bylaws. Caroline Herbert will ensure the Notice to Members is sent and specifies place (Langham), day (Monday, November 27) and hour (7:00). Andrew Gabriel will ask Wayne Yercha if Don Peterson has agreed to be our Chairperson at the AGM. Marilyn Kuss will ask Geli Bartlett and Dick Newson about forming a committee to organize the sign-in table, distribute print material and arrange scrutineers and vote counters and other duties as needed.
- e. A Zoom meeting (organized by Andrew Law) was re-scheduled for Monday, October 30 at 6:00 with Co Production Chairs Toshik Bukowiecki and Jacqollyne Keath.
- f. Jeani Reynolds will be invited to address the Board to discuss new ideas, the formation of an Art Show Committee and booking the lounge.

8. Other Business

9. MOTION TO MOVE MEETING IN CAMERA:

Be it resolved that the Board of Directors of Langham Court Theatre Society move the meeting of October 19, 2023 In Camera in order to discuss legal matters.

Moved by Caroline Herbert 2nd Marilyn Kuss CARRIED

10. 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 October 19, 2023.

Moved by Blake Handley 2nd Andrew Gabriel CARRIED

11. Next meeting – Monday, Nov 6 at 6:00 in Rehearsal Room

12. Meeting Adjourned –

Moved by Katlia Lafferty 2nd Blake Handley