

**LANGHAM COURT THEATRE SOCIETY
AMENDED BOARD MEETING MINUTES**

Tuesday, February 6, 2024 at 6:00 in the Rehearsal Room, LCT

Present – Caroline Herbert (President), Wayne Yercha (Past President), Marilyn Kuss (Secretary), Amanda Heffelfinger (Member at Large), Alan Penty (Member at Large), Don Keith (Member at Large), Katlia Lafferty (Member at Large)

Guests: Terry Stitt, photographer
Jacqollyne Keath and Toshik Bukowiecki, Co-Production Chairs
Jason King

Chairperson: Caroline Herbert

Meeting minutes recorded by Marilyn Kuss

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Call to order: 6:12 by Chairperson Caroline Herbert

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 as amended

Moved by Don Keith, seconded by Amanda Heffelfinger CARRIED

3. Guests

- Terry Stitt – took photograph of the Board
- Jacqollyne Keath and Toshik Bukowiecki, Co-Production Chairs presented their proposed Season 2024/25
 - 5 plays proposed (in order of Season) – first, **Cottagers and Indians** by Drew Hayden Taylor, to be directed by Diana Budiachenko and Catherine Lafferty; second, **Miss Bennett: Christmas at Pemberley** by Lauren Gunderson and Margot Nelson, to be directed by Janine Longy; third, **Now and Then** by Sean Grennan, to be directed by Francis Matheu; fourth, **An Inspector Calls** by J. B. Priestly, directed by Tony Cain, and, fifth, **The Cottage** by Sandy Rustin, to be directed by Toshik Bukowiecki.
 - The Board will arrange a Zoom meeting to discuss the proposal from the co-Production Chairs.
- Jason King spoke of the need for a lighting upgrade. He will write up a proposal based on what information he has.

4. Approval of Amended Board Minutes January 8, 2024

Moved Don Keith, seconded by Wayne Yercha CARRIED

5. Approval of ZOOM Board Meeting Minutes, November 20, 2023

Moved by Katlia Lafferty, seconded by Marilyn Kuss CARRIED

6. Approval of Board Minutes for October 19, 2023

Moved by Wayne Yercha, seconded by Don Keith CARRIED

7. Treasurer's Report

- * Jay Fedorak resigned as Treasurer on January 29, 2024.
- * The Board had an unofficial discussion of Langham finances.

8. Secretary's Report – Correspondence and Committee Reports

- Email from Michael Chadwick re: signing authority and increasing credit card limits.
- Email from Peta MacKenzie – Caroline Herbert will respond.
- Email from Wendy Merk – Caroline Herbert will respond.
- VADArts email – Wayne Yercha will ask if Joe would like a lock on the door to the hall and Caroline Herbert will talk to Chris Clarke about ant control.
- Committee Reports
 - Regular standing committee reports
 - Finance and Fund Development – Gloria Di Iola, Mike Chadwick, Gordon Alexander and Andrew Law have met.
 - Human Resources – Jacqollyne Keath, Amanda Heffelfinger and Caroline Herbert are starting to go over contracts.
 - Strategic Planning -- have met
 - Play Selection -- made their proposed Season presentation to Board; Caroline Herbert is to contact Volunteer Victoria to ask for volunteer carpenters with skills

9. Business arising from the previous meeting

- * Co-pro updates and info – approximately \$10,000 to Langham in last 12 months. Also, while co productions have access to costume loft materials, all materials must be returned cleaned.
- * Purchase of Square for Box Office
MOTION: Be it resolved that Langham Court Theatre Society purchase a Square terminal for the Box Office.
Moved by Wayne Yercha, seconded by Amanda Heffelfinger CARRIED

10. New Business – Deferred to next meeting

11. Next Meeting -- **Wednesday**, March 6th at 6:00 in the Rehearsal Room

12. Adjournment 9:06

Moved by Don Keith, seconded by Amanda Heffelfinger