

# LANGHAM COURT THEATRE SOCIETY BOARD MEETING

Monday, July 8, 2024, 6:00 PM – Lounge

Attendance: Caroline Herbert, Amanda Heffelfinger, Alan Penty, Jacqollyne Keath, Dick Newson, Wayne Yercha

Absent: Don Keith, Andrew Gabriel

Chairperson: Caroline Herbert

Minutes by Alan Penty

Call to order: 6:08

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 Amended Board Minutes, June 17, 2024 Board Meeting (moved from June 3, 2024 due to lack of quorum)**  
Moved by Jacqollyne K. 2<sup>nd</sup> by Amanda H. CARRIED
3. **Approval of Agenda with amendments**  
Moved by Dick Newson, 2<sup>nd</sup> by Jacqollyne Keath CARRIED
4. **Outstanding Motion**
  - **ELECTRONIC MOTION:** Be it resolved that Langham Court Theatre allocates an amount of up to \$2000 (in addition to grant monies) toward technical upgrades related to network and sound systems.  
Moved by Amanada H., 2<sup>nd</sup> by Alan P. CARRIED
  - **ELECTRONIC MOTION:** Be it resolved that Langham Court Theatre Society approve a Halloween co-production with Blue Bridge Repertory Theatre – the event being a radio play, *The Legend of Sleepy Hollow*, to take place on October 25, 26, 27, 2024.  
Moved by Wayne Yercha, 2<sup>ND</sup> by Amanda Heffelfinger. NOT CARRIED
- Business Arising from the Previous Meeting**
5. Motion: Be it resolved that the Board of Directors of Langham Court Theatre will go in camera.  
Moved by Alan P., 2<sup>nd</sup> Amanda H. CARRIED  
Motion: Be it resolved that the Board of Directors of Langham Court Theatre move out of in camera.  
Moved by Amanda H., 2<sup>nd</sup> by Dick N. CARRIED
6. Wayne Y. request for the membership list. His use of the list was deemed reasonable within the board's bylaws. Wayne also reported on several co-productions: Reconciliation Theatre, Victoria Festival of Authors, Lifetime Network and Blue Bridge.
7. Update on Head Ushers and Usher training. It was decided that a new model was needed for usher training. Caroline will approach those concerned.
8. Lounge cleanup is scheduled for July 27<sup>th</sup>.
9. Motion: Be it resolved that the Board of Directors of Langham Court Theatre will go in camera.  
Moved by Alan P., 2<sup>nd</sup> Amanda H. CARRIED

10. Motion: Be it resolved that the Board of Directors of Langham Court Theatre move out of in camera.  
Moved by Amanda H., 2<sup>nd</sup> by Dick N. CARRIED

Motion: Be it resolved that the Board of Directors of Langham Court Theatre approve a collaboration with Lawyers on Stage Theatre (LOST) for December 4<sup>th</sup> to 8<sup>th</sup>.  
Moved by Jacquollyne K., 2<sup>nd</sup> Wayne Y. CARRIED

Wayne Y. emails to the board were acknowledged.

### **Committee Reports**

11. **Finance Committee** – a joint meeting of the Finance Committee and Treasurer will occur Wednesday, July 19<sup>th</sup>.
12. **Production Chair Update** – Discussed who might be interested.
13. **Human Resources Committee** – the board suggests to the Human Resources Committee that they explore the hiring of a Front of House Manager (\$25 per hour, 500 hours a year, approximately total \$12,000 to \$15,000 a year.)
14. **Nomination Committee Report** – email to Finance committee names of people who are interested in board positions.

### **New Business**

15. Fans.  
Motion: Be it resolved that the Board of Directors of Langham Court Theatre approve the purchase of fans for up to \$500.  
Moved by Wayne Y., 2<sup>nd</sup> by Alan P. CARRIED
16. Heat and the running of summer shows. It was suggested that the new production chairs think about changing the dates for the last show of the season in the future.
17. Liquor License renewal was discussed.
18. **Next meeting** – Monday, September 9<sup>th</sup> at 6:00 in the lounge.
19. **Motion to adjourn**– 9:05 pm  
Moved by Jacquollyne K., 2<sup>nd</sup> Alan P. CARRIED