

LANGHAM COURT THEATRE SOCIETY –

BOARD MEETING MINUTES

Monday, November 3th, 2025, 6:00 in the Lounge

Attendance: Caroline Herbert (President), Gloria Di Ioia (Vice President), Marilyn Kuss (Secretary), Dick Newson (Treasurer), John Varszegi (Member at Large), Amanda Heffelfinger (Member at Large), Jacqollyne Keath (Member at Large)

Regrets -- Laurie Best (Member at Large),

Chairperson: Caroline Herbert (President)

Minutes by Marilyn Kuss (Secretary)

1. Call to order: 6:03

2. Territorial Acknowledgment: Langham Court Theatre resides on the territories of the ɫəkwəŋən speaking peoples, also known as the Esquimalt and Songhees First Nations. We live and create on this land with humility and gratitude.

3. Approval of Board Meeting Agenda for November 3rd 2025.
Moved by Amanda Heffelfinger, Seconded by Gloria Di Ioia CARRIED

4. Approval of Board Meeting Minutes for October 6th 2025.
Moved by John Varszegi, Seconded by Jacqollyne Keath CARRIED

5. Business Arising from October Board Meeting

DPS refund – Gloria Di Ioia will follow up with Denise Armstrong.

Costume Loft proposal to increase fees

MOTION; Be it resolved that the Board of Langham Court Theatre Society agree to Misty Buxton's, fee increase proposal.

Moved by Dick Newson, Seconded by Gloria Di Ioia CARRIED

need a motion?? (As per our conversation at yesterday's board meeting here is Misty's proposal. I am following up with an email to Misty confirm **the board has approved** and to ask her to implement as soon as feasible. Gloria) Do we want this in camera?

Martin Luther King event organized by Russ and Jeani Reynolds is all arranged for December 2nd.

Mitch Barnes is booked for a students event on February 21. Dick Newson will open the doors at 1:00 and John Varszegi will close the theatre after 9:00. Gloria Di Ioia will check with insurance company.

Code of Conduct – The Code is a work in progress. It will be reassessed in the new year. The Committee is terminated. Gloria Di Ioia will let Heather Day know.

6. Treasurer's Report – The board looked over the Treasurer's report for the AGM and the Box Office report for the AGM.

7. Finance Subcommittee Meeting Report by Gloria Di Ioia – The Board had an overview of draft numbers for FY 25-26 fiscal plan. These numbers will be finalized in the new year.

8. Secretary's Report by Marilyn Kuss

Electronic Motion: Be it resolved that the Board of Langham Court Theatre Society approve the expenditure of up to \$1100 for the cleaning and repair of exterior gutters by a local Victoria Company, MC Gutters & Exteriors.

Moved by Dick Newson Seconded by Jacqollyne Keath

CARRIED

9 Committee Reports

Human Resources Committee – KC is now running Sign Up.

Community Stage updates – The Board discussed the report for the AGM

8. New Business

Dick Newson has the new version of Microsoft Office. Importantly, this version is under Langham Court Theatre Society and has four computers attached to it.

John Varszegi is going to a summit and will try to talk to Mayor M. Alto about Langham's Centennial celebration

9. Motion to move in camera.

Moved by Amanda Heffelfinger, Seconded by Jacqollyne Keath

CARRIED

10. Motion to move out of in camera.

Moved by Marilyn Kuss, Seconded by Dick Newson

CARRIED

11. Amanda Heffelfinger and Marilyn Kuss were thanked for their time and service on the Board.

12. MOTION to adjourn – moved by Marilyn Kuss

13. Next Board Meeting -Sunday, November 9, 2025.