

LANGHAM COURT THEATRE SOCIETY
BOARD MEETING
Minutes

Tuesday, January 6, 2026, 6:00pm in the Rehearsal Room

Attendance Caroline Herbert (President), Gloria Di Ioia (Vice President), Kyla Mellish (Secretary), Eric Partridge (Treasurer), John Varszegi (Member at Large), Noah Gallant (Member at Large), Jacqollyne Keath (Member at Large), Dick Newson (Member at Large)

Chairperson: Caroline Herbert (President)

Minutes by Kyla Mellish (Secretary)

1. Call to Order 6:00.
2. Territorial Acknowledgement: Langham Court Theatre resides on the territories of the lək'wəŋən 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 January 6, 2026, Agenda
 - a. Moved by: Eric Partridge Seconded by: John Varszegi CARRIED
4. Approval of December 9, 2025, Board Meeting Minutes
 - a. Moved by: Eric Partridge Seconded by: Jacqollyne Keath CARRIED
5. Current/ Urgent Business:
 - a. Jason King presented to Board
 - i. Wants to be in the loop with bookings so he knows what is needed and what is agreed upon.
 1. Jason to be copied at beginning of rental consultation process. He can confirm if we can do what is asked. John Varszegi will send him the info for each consult
 - ii. Need lighting upgrade. Some tech is obsolete making it difficult to just fix things. Gloria Di Ioia has been looking into grants, but nothing found yet. We need \$60,000-75,000 +. Could do it in phases over a couple of years.
 - iii. Do we want to live stream? – If so, we need 2 cameras. Cost around \$5000
 - iv. Extension cables needed – under \$1000. Jason King to provide actual cost
 - v. Caroline Herbert asked about putting in a new door access system so we can change codes for each show/group. Jason King says preference is key fobs. Noah Gallant works for Price's Lock and Safe and can get a quote. Jason will send a list of requirements to Noah
 - vi. Gloria Di Ioia asked if we can improve sound in the lounge – sound bar is most likely option or surround sound speakers. Need a quote.
6. Staff Report: Admin Coordinator and FOH – no report. Will work on having one for future meetings
7. Treasurer's Report by Eric Partridge – no report. Will have one for next meeting.

8. Box Office Report by Dick Newson
 - a. LOST earned \$17500.
 - b. Next show ILYYPNC at 50% ticket sales. Will need to decide if we extend a week, or do a Saturday matinee.
 - i. Show has 2 opening nights for 2 casts. Need food for both – budget is \$300 for each
9. Finance Subcommittee Meeting Report by Gloria Di Ioia
 - a. Committee meets Jan. 7. Will review the budget.
 - b. Presented numbers of budgets vs. actuals. We are in the plus and looking good for income
 - c. A few big numbers over in expenses. We will need to review.
 - d. One wall is leaking – Gloria Di Ioia will call the painters and get them to fix it
 - e. Paving – City will pave the road and roundabout. Will they help with fixing up parking lot? John Varszegi will ask
10. Secretary's Report
 - a. We have received correspondence emails regarding a BC Societies Act Civil Dispute from members Wayne Yercha, Andrew Gabriel
 - b. Discussion in camera
11. Committee Reports
 - a. Community Stage John Varszegi
 - i. LCTS has won Times Colonist Readers' Choice Award for Best Live Theatre. Looking into a way to post award in lounge and to use in marketing material.
 - ii. Have 6 renters already
 - iii. 3 performers from England. They want to book out 1 year and a space to advertise in advance. Publicity committee to discuss. Advanced bookings are difficult to do.
 - b. Website – for bookings needs updating 24hour booking times are confusing.
 - c. Strategic Planning – no report
 - d. Archives – no report
 - e. By laws - will put committee together Eric Partridge to lead committee.
 - f. Publicity – to look into options for John Varszegi as above
12. New Business
 - a. HR – Denise Armstrong is a permanent contractor now.
 - b. Heritage foundation and 100th anniversary – no report. Date is 2028-2029 season
 - c. Langham Centennial Gala musical – John Varszegi is working on something to celebrate the good things
 - d. Open Auditions - message from Holly McGimpsey requesting standard message for auditions using inclusive language. HR committee to follow up
 - e. Change of directors for Shakespeare in Love. Heather Day will direct
 - f. Reader's Theatre – Claire White wants to take RT on the road. She also set up a CBC radio interview
 - g. Possible event Dates:
 - i. Volunteer appreciation April 19-25. Lunch or tea. Saturday the 25th in the lounge 2-5pm.
 - ii. Costume loft sale – Caroline to talk to Misty – July 4
 - iii. Summer BBQ – Aug. 15
 - iv. AGM – Nov. Have to wait until shows are booked
 - v. Holiday Party have to wait until shows are booked
 - h. Dick Newson – capital expenditure – comfort height toilets – add to budget discussion

- i. Gloria Di Iola – housekeeping – lounge needs to be thorough cleaned, possibly monthly. Auditorium needs a deep clean in the summer. Dick to follow up
- j. We received a grant of \$1,500.00 from the Ian & Gloria Back Fund through the Victoria Foundation – Kyla Mellish to send a thank you.
- k. 2 comp tickets to be given to Union Club General Manager for partnership with and promotion of the theatre
- l. Website needs updating as there is no mention of how to make donations

13. MOTION to adjourn – Dick Newson motion – 8:05

14. Next Board Meeting – February 3rd, 2026, 6:00. Will hold them 1st Tuesdays of each month going forward – no meeting in August