

**LANGHAM COURT THEATRE SOCIETY**  
**BOARD MEETING**  
**Minutes**

Tuesday, February 3, 2026, 6:00pm in the Rehearsal Room

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Attendance Caroline Herbert (President), Gloria Di Ioia (Vice President), Kyla Mellish (Secretary), Eric Partridge (Treasurer), 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. Teams meeting was held January 27<sup>th</sup> to discuss extending "I Love You, You're Perfect, Now Change". Be it resolved that the Board of Langham Court Theatre approve extension of one matinee on February 7 with no other extensions.
  - a. Moved by: Eric Partridge Seconded by: Jacqollyne Keath CARRIED
4. Approval of February 3, 2026 Agenda.
  - a. Moved by: Eric Partridge Seconded by: Gloria Di Ioia CARRIED
5. Approval of January 6, 2026, Board Meeting Minutes.
  - a. Moved by: Eric Partridge subject to one amendment Seconded by: Dick Newson CARRIED
6. Current/ Urgent Business:
  - a. John Varszegi submitted a resignation from the board January 18
    - i. Motion to accept resignation
      1. Moved by Gloria Di Ioia Seconded by: Dick Newson CARRIED
    - ii. Motion to move discussion to in camera Moved by: Eric Partridge Seconded by: Dick Newson CARRIED
    - iii. Out of in camera
  - b. Appointing a New Board member as Member at Large until Nov. - board members to consider candidates
  - c. Dispute resolution disclosure
    - i. Motion to move discussion to in camera Moved by: Jacqollyne Keath Seconded by: Eric Partridge CARRIED
    - ii. Out of in camera
7. Staff Report: Admin Coordinator and FOH
8. Treasurer's Report: Eric Partridge
9. Box Office Report: Dick Newson

- a. ILYYPNC is sold out, including the extra matinee. Earnings close to \$66000, before expenses
- b. Production chairs will be asked to present the 2026-27 season at the March meeting

10. Finance Subcommittee Meeting Report: Gloria Di Ioia

- a. Budget – still finalizing
- b. Capital projects and grants discussed
- c. Website revamp – need a committee

11. Secretary's Report: Kyla Mellish

12. Committee Reports

- a. Community Stage – Denise will manage with assistance from Dick Newson
- b. Strategic Planning – no report
- c. Archives – no report
- d. Constitution
- e. Publicity – Gloria Di Ioia
  - i. Vancouver Island Visitor Guide is a great way to promote the theatre – they will give us a 25% discount for an ad.
    - 1. Motion to put a half page ad in the guide for up to \$1200 for the year
    - 2. Moved by: Gloria Di Ioia    Seconded by: Eric Partridge    CARRIED
- f. HR
  - i. Increase Denise contract for bookings to cover rentals after John's resignation. She will need at least an extra 10hrs per week. She will now be at 30hrs per week.
    - 1. Motion to increase Administrator Coordinator hours an additional 10 hrs/week
    - 2. Moved by: Jacqollyne Keath    Seconded by: Kyla Mellish  
CARRIED
  - ii. Tim Pilon, bar manager, is resigning as of Feb 28. KC will manage it for now.

13. New Business

- a. Board Training - Bringing in Lisa Mort-Putland for Board workshop – to book for early April
- b. Volunteer Criminal Record Check for all volunteers working in the theatre
- c. Gordon's acoustic ceiling in lounge – will discuss next meeting
- d. Toshik's design workshop proposal
  - i. Motion to move discussion to in camera
  - ii. Moved by: Dick Newson    Seconded by: Noah Gallant    CARRIED
  - iii. Out of in camera
- e. Noah Gallant reports Price's Lock and Safe will come to see what our needs are in person.
- f. Policy development subcommittee – covering production and governance. To be added to by-law committee

14. MOTION to adjourn – 8:02pm

15. Next Board Meeting – March 3, 2026, 6:00 pm