LANGHAM COURT THEATRE SOCIETY
BOARD MEETING
Minutes
Tuesday, June 2, 2026, 6:00pm in the Rehearsal Room

Attendance Caroline Herbert (President), Gloria Di Ioia (Vice President), Eric Partridge (Treasurer) Kyla Mellish (Secretary), Ivy Gallant (Member at Large), Dick Newson (Member at Large) Jacqollyne Keath (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 lək̓ʷəŋən speaking peoples, also known as the Xʷsepsəm and Songhees First Nations. We live and create on this land with humility and gratitude.

3. Approval of, June 2, 2026 Agenda
   a. Moved by: Eric Partridge Seconded by: Gloria Di Ioia Carried

4. Approval of May 5, 2026, Board Meeting Minutes
   a. Moved to accept with one amendment by: Dick Newson Seconded by: Jacqollyne Keath Carried

5. Current/ Urgent Business:
   a. Review and approve the quote for the painting of the exterior stairs – $13549 Including tax. For all exterior stair cases. To be done in July. Don't need to do back stairs so it should be cheaper.
      i. Be it resolved that the Board of Langham Court Theatre approve up to $13000 for the exterior painting of stairs
      ii. Moved by: Eric Partridge Seconded by: Dick Newson Carried
   b. Producer budget and instructions – discussed show budget procedures. Will have instructions and reimbursement/approval forms ready for next meeting.
   c. Board discussed an in-kind arrangement for costumes with Sooke Players.
   d. Lights – Jason King to possibly purchase some lights for $8000 – to come from previously approved $100000 budget.
   e. Security/fobs discussion – quote we approved did not include all costs.
      i. Be it resolved that the Board of Langham Court Theatre approve up $14000 to upgrade security system in order to cover all costs and have it installed before new season
      ii. Moved by: Gloria Di Ioia Seconded by: Eric Partridge Carried
   f. Reader's Theatre Budget - discussed

6. Staff Report: Admin Coordinator and FOH – Denise sent report attached

7. Treasurer's Report: Eric Partridge – no report – defer to finance committee

8. Finance Subcommittee Meeting Report: Gloria Di Ioia
   a. We will put $100,000 in a GIC for 1 year.

9. Box Office Report: Dick Newson
    a. Shakespeare In Love at 90% sales
    b. We have been receiving donations through ThunderTix – someone gave $2000!

10. Secretary's Report: Kyla Mellish – no report

11. Committee Reports
    a. Community Stage - no report
    b. Strategic Planning – no report
    c. Archives – no report
    d. Constitution – Kyla Mellish and Eric Partridge will work together to have it ready for AGM
    e. Publicity – no report
    f. HR – Motion to Move to in camera discussion
        i. Moved by: Gloria Di Ioia   Seconded by: Ivy Gallant   Carried
        ii. Out of camera
        iii. Board to discuss staffing and possible budget next meeting

12. New Business – no new business

13. MOTION to adjourn 8:03 by Dick Newson Seconded by: Jacqollyne Keath

14. Next Board Meeting – July 7, 2026, 6:00 - BBQ at Caroline's. Short meeting first.