

LANGHAM COURT THEATRE SOCIETY

BOARD MEETING

Minutes

Tuesday, May 5, 2026, 6:00pm in the Rehearsal Room

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

Chairperson: Caroline Herbert (President)

Minutes by Kyla Mellish (Secretary)

1. Call to order 6:07
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, May 5, 2026 Agenda
 - a. Moved by: Ivy Gallant Seconded by: Dick Newson Carried
4. Approval of April 7, 2026, Board Meeting Minutes
 - a. Moved to accept with one spelling correction by: Jacqollyne Keath Seconded by: Dick Newson Carried
5. Current/ Urgent Business:
 - a. Next year's production budget
 - i. Be it resolved that the Board of Langham Court Theatre approve a budget of \$4000 per show, or a total of \$20,000. This excludes program and publicity costs for the 2026/27 season Moved by: Jacqollyne Keath Seconded by: Kyla Mellish
Carried
 - b. Board will create a producer's budget to discuss in June
 - c. Lighting project – delayed for now
6. Staff Report: Admin Coordinator and FOH – Denise's report attached
7. Treasurer's Report: Eric Partridge – no report
8. Box Office Report: Dick Newson
 - a. Ticket sales – Shakespeare In Love 65% sold, everything else selling steadily
9. Finance Subcommittee Meeting Report: Gloria Di Ioia
 - a. Insurance needs to be signed off by May 9 – savings of \$1000 over last year
10. Secretary's Report: Kyla Mellish
 - a. Will work on re-organizing board information in the office
11. Committee Reports
 - a. Community Stage – Gloria is working with Ben Waters regarding contract for Fall performance

- b. Strategic Planning – no report
- c. Archives – no report
- d. Constitution – no report
- e. Publicity – no report
- f. HR - Carpenter/Set Builders meeting – discussion of new head carpenter position. Still have not found anyone to fill the position for next year.

12. New Business

- a. Reader's Theatre meeting – no budget – how do we cover the costs? Table discussion for later
- b. Victoria Theatre Collective meeting – we are waiting to hear back from them
- c. Volunteer Criminal Report update – will be rolling out shortly
- d. Mike's Retirement celebration – June 19th happy hour.
- e. Wine tasting as a member perk – early September? Bonnie Treacher wants to do it
- f. Costume loft – enquiries – Caroline will talk to Misty

13. Motion to Move to in camera discussion

- a. Moved by: Jacquollyne Keath Seconded by: Dick Newson Carried
- b. Out of camera

14. Be it resolved that the Board of Langham Court Theatre approve a budget to spend \$300 for cast/crew party for remount of ILYYPNC

- a. Moved by: Dick Newson Seconded by: Ivy Gallant Carried

15. MOTION to adjourn – 8:22

16. Next Board Meeting – June 2, 2026, 6:00