

**Minutes of the Whangarei Theatre Company held at the Riverbank Centre, Reyburn House Lane, Whangarei, on Monday 27<sup>th</sup> July 2009.**

The meeting commenced at 7:00 pm.

**PRESENT:** Thelma MacMillan, Jason Riggir, Wade Rowsell, Barbara Trimmer, Teresa Wojcik, Richard Bryham, Joel Stanners, Sue Fordyce, Ian Page and Alison Thomson.

**APOLOGIES:** Tane Davis, Andy and Diane Bryers, Gayle Dowsett and Ajay Fryer - received and sustained.

**FINANCIAL REPORT**

**MOTION:** Alison Thomson moved and Wade Rowsell seconded that the July 2009 cheques from 208072 to 208098 plus five direct debits totalling \$15,409.05 be passed for payment. – Carried

There was total balance on accounts as at 30<sup>th</sup> June 2009 of \$50,981.20.

**\*\*\*\*\*UPDATE OF YEAR TO DATE WTC EXPENDITURE\*\*\*\*\***

**This was discussed in detail – see attachment to the minutes – to ensure all members realise their duty to be very careful with the finances for which they are responsible. We fully discussed the figures presented and it is clear that we need to make a surplus of approximately \$14,000 per show we stage to remain solvent. This figure does not allow for any growth in the theatre.**

**MINUTES OF THE PREVIOUS MEETING**

Resolved that they be accepted as a true and correct record.

Matters Arising:

- 1 Finlayson Street Renovations – Ian has received a quote from James Franklin of \$6,000 plus GST to replace fully the front door of the Finlayson Street property. After much discussion the following motion was put to the meeting

**MOTION: That we seek quotes for the modification to the front entrance of Finlayson Street. These quotes will be for an alloy sliding door to be inserted under the existing roller door that will be partially raised, locked into place and flashed. Carried.**

**MOTION: That we apply to Pub Charity for a grant of \$3,000 to go towards the renovations of the front of 3 Finlayson Street, Whangarei. Carried.**

It was also agreed that Richard would go ahead and organise three quotes for grinding off the floor upon which the wardrobe area will be built. These will be brought back to the next meeting for discussion.

- 2 Archives –Put off to the next meeting for Gayle to report on
- 3 First Aid – put off to the next meeting for Diane to report on.
- 4 Gayle's offer to make WTC a beneficiary of “High School Musical” was discussed and it was agreed unanimously that a donation of this sort would be gratefully received by the Company.

**CORRESPONDENCE**

It was resolved that the inwards correspondence be received and the outwards approved.

## **Matters Arising:**

- 1 We received a grant from the Pelorous Trust for “Funny Thing” programme
- 2 We received two queries from the Charities Commission which are to be actioned by Gayle upon her return.
- 3 We received a significant rates reduction from the Whangarei District Council for 3 Finlayson Street.

## **REPORTS**

- 1 **Wardrobe** – Nil
- 2 **Theatre Hire-** The Funky Monkeys have been and gone and have yet to pay. On 14<sup>th</sup> August 2009 from 9a.m to 3p.m Enterprise Northland will use the Hatea Room. The following day is Abbey Wheaton's birthday and on 16<sup>th</sup> January 2010 the Hatea Room is booked for Rachel MacMillan's wedding.
- 3 **Publicity** –All is on track for “Funny Thing”.
- 4 **Props, Make-Up and Lighting and Sound** - Nil
- 5 **Junior Theatre** – Teresa reported that the Junior Theatre is now more structured with warm-ups (both vocal and physical), improvisation, diction and reading scripts. It is going well.
- 6 **Social** - Nil
- 7 **Front Of House** – No report as Eilean was not with us - however Thelma said that she will offer to Eilean to take on the ring around for help in the kitchen job. Also Joel will follow up as to why there were no RTDs in the bar for the last show.
- 8 **Finance** – Nil – discussed above in the financial report.
- 9 **Building-** One of the ventilators on top of the Riverbank Centre was damaged beyond repair in a recent storm. Richard is organising a replacement – Gayle is to look into an insurance claim for this upon her return.
- 10 **Forward Planning** – the subcommittee has met and agreed on the two following shows to be put to the Executive for approval; “The Hot Mikado” and “Disco Inferno”.

**The Hot Mikado** – to be staged in May 2010 – Director – Ross Brown, Production Manager – Alison Thomson, Musical Director – Grant Smith? (we had hoped that Clare Henderson would do it however she has other commitments) – Choreographer – Barbara Trimmer and Vocal Director – Christine Oberholster.

### **MOTION – That we stage “The Hot Mikado” in May/June 2010 – Carried**

**Disco Inferno** – to be staged in August/September 2010 – Director Gayle Dowsett, Production Manager – Diane Bryers, Musical Director – Ray Palmer.

### **MOTION – That we stage “Disco Inferno” in August/September 2010. Carried**

Thelma will secure the rights for both shows.

End of year 2010 show – no great progress to date.

The Forward Planning Committee also recommended to the Executive that we stage a play in February 2010 in the Hatea Room – we are looking at a couple of scripts. The Executive agreed to the idea. Wade was also asked to follow-up and see if the show could fit into the “Endless Summer Festival”.

### **PRODUCTION REPORTS**

- 1      **“Funny Thing...”** – Progressing well. There will be a full run through on 2<sup>nd</sup> August and the photo shoot on 1<sup>st</sup> August. The wardrobe budget is overspent and that is a concern to the Production Manager and Exec.
- 2      **“Forbidden Broadway”** – Auditions on 30<sup>th</sup> August – team coming together – all okay.

### **GENERAL BUSINESS**

- 1      **Gayle's Request to Use the Theatre** – Gayle is organising the singing at the local provincial rugby games and is seeking to use the theatre for practices. This was agreed to and she can liaise with Junior Theatre and Alison Thomson to fit it around rehearsals for “Funny Thing...” It was agreed that there would be no charge for this if the project was a voluntary one. However, if it is a commercial venture Gayle can speak to Barbara Trimmer re hireage.
- 2      **Membership Forms** – Alison pointed out that these need to be tidied up and standardised – Alison to follow up with Jeanette Osborne

**The Next Meeting will be held on TUESDAY 18<sup>th</sup> August 2009 at 7:00pm.**