

**Minute of the Whangarei Theatre Company Executive Committee meeting
Held at the Riverbank Centre, Reyburn House Lane
On Monday January 25th 2010
The meeting commenced at 7pm.**

PRESENT: Richard Bryham, Gayle Dowsett, Diane Bryers, Barbara Trimmer, Teresa Wojcik, Ian Page, Thelma MacMillan. Andy Bryers, Jason Riggir, Wade Rowsell,
APOLOGIES: Tane Davis, Eilean Rawson, Alison Thomson, Ajay Fryer, Joel Stanners,

<u>ITEM</u>	<u>ACTION</u>
<p>FINANCIAL REPORT: Cheques to be passed for payment were presented to the committee. MOTION: Wade moved and Ian seconded, that the January cheques 208300 – 208325 and three direct debits be passed for payment. Carried. Account balance is \$29071.14</p> <p>MINUTES OF THE PREVIOUS MEETING: Gayle proposed and Diane seconded, that these are a true and correct record of the December meeting. Carried</p> <p>MATTERS ARISING: The AGM is a Whangarei Theatre Company AGM and not an executive committee AGM as stated in the previous minutes.</p> <p>Eilean sent a message that she had been in touch with Faye McMillan and Faye will send the menu to Ian for Miss Information. Eilean has left the finer details, i.e. platters for a supper or choices of deserts. Eilean also stated in her email that she would get onto the roster when she got back from her trip away. Ian was to contact Faye. Did Simon’s money come in?</p>	
<p>CORRESPONDANCE: Inward</p> <p>A letter asking if we were interested in being an agent for Real Life situations, e.g. emergency training of police, fire, ambulance. The executive had questions about how much notice, what the work would entail etc, Gayle to investigate. Building and Fire, Richard requested an inspection, as we are due for our compliance.</p>	

<p>MOTION: Gayle proposed and Andy seconded that the inwards correspondence be received and outward be approved. Carried</p>	
<p>GENERAL BUSINESS</p> <ol style="list-style-type: none"> 1. MTNZ 50th Anniversary Conference. Ian stated that we had been offered 5 complementary tickets to workshops and would any of the executives like to use these. If not then it would be offered to the membership in the February newsletter. 2. Patrons encouragement award and Merit award. Had these nominations been submitted? If not then Wade said it was the secretary's job to do this. 3. Gayle would prepare the nomination letters and she asked that committee members, who had proposed the nominees, send her notes that she could include in the letter. 4. Life member – Jason suggested that it was worth considering someone to be announced at this years AGM. Gayle asked what the criteria was and it was not clear if anyone knew what that was. It appears that life members have been appointed as the current committee decided and no criteria had been established. Gayle suggested this was perhaps a necessary step in this process. Ian asked that people give this consideration and bring proposed nominations to the next meeting. 5. We need to be vigilant about security. Barbie came down to the Theatre and found it wide open with no-one here but the alarm off, at 10am on a Saturday morning. 	
<p>REPORTS FROM SUB-COMMITTEES:</p> <ul style="list-style-type: none"> • Theatre Hire. Rachel's wedding was fabulous. The next bookcd wedding is all go. Cat's Mum's 50th birthday is booked into the theatre Saturday 12th June Inquiry from Foodstuffs, week of the 27th September 1 day and evening, needing the upstairs Theatre. Competitions. 16th – 19th Wedding 8th January 	

- **Junior Theatre.**

The publicity for this year's Junior theatre has not been put to the newspapers yet. Diane reported that she has been given a proposal for Junior Theatre 2010 but was very short of tutors. It was discussed and decided that since there were two successful JT groups in Whangarei at the present time, our junior theatre would continue to be in recess until further notice.

- **Wardrobe.**

Ajay is slowly working on tidying the wardrobe, ready for the move to Finlayson street. The Furs are done. The wardrobe hire is back in business after a summer break. Fuego is going to get in touch with Ian about doing an article.

- **Building.**

The timber is there for Finlayson street renovations. Jason will start this later in February. There are leaks in the roof.

The revolve is still in Whanganui.

- **Publicity.**

...is having a holiday but will keep rolling out the shows..

- **Props.**

These are in a mess and nobody knows who has been up in the props cupboard. There is a mouse problem as a bag of wheat has been stored there so great food source.

- **Make-up**

- **Lighting and Sound.**

Waipu hire is back.

- **Social.**

- **Front of House.**

The FOH committee needs info as tickets are going on sale soon.

- **Forward planning.**

This year is organized with Miss Information, Hot Mikado and Disco Inferno. Next year it is proposed that we have a big show in June/July, in Forum North. A small show first up, and another small show in September, then a Christmas show. The two possibilities for the big show at this stage are Miss Saigon or South Pacific. Jason said to consider no fly tower when deciding as he thought Miss Saigon would definitely need more than Forum North could

<p>accommodate. Only if designing our own set, would it be possible for us to stage.</p> <ul style="list-style-type: none"> • Finance. 	
<p>PRODUCTIONS:</p> <p>Misinformation. On track and doing fine. Opening in three weeks. Jan (person who donated use of paintings) doesn't want her name in the programme. Floor needs to be painted.</p> <p>Hot Mikado, Show is cast. Rehearsals start 7th February. As yet there is no one to build the set. Waiting for a drawing from Ross. Radioworks is still offering a \$20000 package for sponsorship.</p> <p>MOTION: Wade proposed and Barbie seconded that we do an extra performance on a Wednesday that will be for Radioworks and to give 80 seats to a charity, to sell. The charity to be decided later. Carried.</p> <p>Ideas for this night were that drinks and nibbles would be provided at 7.30 before the show.</p> <p>Richard offered to oversee the building of the set if builders could be found.</p> <p>The Thing About Men Director – Ian Production Manager – Musical Director – Possibly Claire, Margaret Williams</p> <p>Disco Inferno Production manager – Diane Director – Gayle Musical Director – Ray Richard will make application for liquor licenses for all shows.</p>	
<p>OTHER BUSINESS:</p> <p>Meeting closed 8.05pm</p> <ul style="list-style-type: none"> • Next Meeting – 22nd February 2010 7.00pm. 	