

**Minute of the Whangarei Theatre Company Executive Committee meeting
Held at the Riverbank Centre, Reyburn House Lane
On Monday May 24th 2010.**

The meeting commenced at 7.00pm.

PRESENT: Richard Bryham, Alison Thomson, Ian Page, Eilean Rawson, Ruth Coulton, Joel Stanners, Mary Mouat

APOLOGIES: Wade Rowsell, Penny Mashlan

<u>ITEM</u>	<u>ACTION</u>
<p>FINANCIAL REPORT: Cheques to be passed for payment were presented to the committee. See attached sheet.</p> <p>MOTION: Alison moved and Richard seconded, that cheques 208154-2081560, 208401, 208403-208412 and five direct debits totaling \$4172-03 be passed for payment.</p> <p>Carried.</p> <p>The current bank balances total \$39023-84.</p> <p>Matters arising: Alison told the committee that Miss Information had made a surplus of ~\$8000.</p> <p>MINUTES OF THE PREVIOUS MEETING:</p> <p>MOTION: Eilean moved and Alison seconded that they be accepted as a true and correct record. Carried</p> <p>MATTERS ARISING:</p> <ol style="list-style-type: none"> 1. Ian has now replied to Wanaganui Opera House about the Revolve. 2. Seat Advisor. – There was further discussion. <p>MOTION: Ian proposed, seconded by Alison, that we accept the proposal from SeatAdvisor to provide their on-line ticket sales facility.</p> <p>Carried.</p> <p>Initial training will be undertaken by Paul at Suit Hire, Ian, Alison and Richard.</p> <ol style="list-style-type: none"> 3. Richard has contacted Carters about the timber. They are willing to inspect it – this will be organised once Jason is available 	<p>Ian</p> <p>Richard/Jason</p>
<p>CORRESPONDENCE: No formal presentation was made.</p> <p>In</p> <ol style="list-style-type: none"> 1. E-mail from D Walters. <p>Out</p> <ol style="list-style-type: none"> 1. Reply to D Walters 2. Letter to Wanganui Opera House 	

<p>GENERAL BUSINESS</p> <p>1. Welcome Ian welcomed Mary to the Committee, and thanked her for being prepared to help run WTC.</p> <p>2. Reviews of Shows Joel asked how we should react to adverse reviews, as had occurred with one review for Hot Mikado. After discussion it was agreed that no formal response to the paper was indicated, but that we should learn from the criticism offered when producing future shows.</p> <p>3. Keys Ruth asked about the keys for the main stage – Gayle is to organise them for her, and a general set for Mary plus security code.</p>	<p>Gayle</p>
<p>REPORTS FROM SUB-COMMITTEES:</p> <ul style="list-style-type: none"> • Theatre Hire. Consortium 19 June Dance Workshop 5-9 July Speech & Drama Competitions 16-19 September Francis Xavier School 20-24 September 90th birthday party 19 December Richard & Ian agreed to organise the opening/closing for the week of the Dance Workshop. Eilean to note that both stages need to be clear for the workshops. • Wardrobe. Nil. • Building. The leaky roof over the main stage needs to be fixed. As a temporary measure a paddling pool will be placed in the over-stage void – Joel to provide this week. Quotes will be obtained for two jobs – stopping the leaks around the air-conditioning duct, and re-doing the roof over the upper dressing room shower as it is retaining water and leaking. A decision about action will be taken at the next meeting. • Publicity Has started for TTAM. • Props Nil. • Make-up Nil. 	<p>Richard/Ian</p> <p>Eilean</p> <p>Joel</p> <p>Richard</p>

<ul style="list-style-type: none"> • Lighting and Sound. Nil • Front of House. Eilean noted that her helpers for Hot Mikado comprised 17 members, and 16 non-members. Most of them get to see the show, by way of a thank-you from WTC. General discussion took place about the format for the show-dinners, and whether or not we should continue to offer them on Thursdays. • Forward Planning Nil. 	
<p>PRODUCTIONS:</p> <p>Hot Mikado Show running well, with most of the audience appearing to enjoy it.</p> <p>The Thing About Men Christien Oberholster will be Vocal Coach.</p> <p>Disco Inferno Nothing new to report.</p>	
<p>OTHER BUSINESS: Mary asked about non-show activities, and agreed to explore the possibility of an organised trip to Stepping Out in Auckland for members. Meeting closed 8.26pm</p> <ul style="list-style-type: none"> • Next Meeting – 28th June, 7.00pm. 	Mary