

<p>MINUTES OF THE PREVIOUS MEETING: MOTION: Richard moved and Barbara seconded that they be accepted as a true and correct record of the meeting. Carried. MATTERS ARISING:</p> <ul style="list-style-type: none"> • Little Theatre Guild. Penny moved, Lila seconded, that we should join if the Annual Subscription is less than \$100. Carried • Finlayson Street Roof Lila presented two quotes (Daryl Heswell and City Plumbers) for replacing the roof and gutters of Finlayson Street. It was agreed that a long-term solution should be undertaken, rather than a short-term fix. A formal quote from City Plumbers is to be obtained for a new roof (without light panels), removal of the old vents and new gutters. Ian moved and Ruth seconded that if the formal quote is <\$20,000 inc GST it should be accepted and the work undertaken. Carried. 	<p>Penny to action</p> <p>Lila</p> <p>Richard to action</p>
<p>CORRESPONDENCE: Inward A card of thanks and appreciation from the Forum North House Staff for Miss Saigon.</p>	
<p>GENERAL BUSINESS</p> <ul style="list-style-type: none"> ❖ Westpac Northland Business Awards Ian brought this to the committee's attention, and it was agreed we should enter. We must purchase at least one ticket to the Awards Evening on 28th October. Lila moved and Ruth seconded that we purchase two tickets. Carried. It was agreed that we should provisionally register for four tickets, so that others who wish to go would be assured of a place. ❖ NAPTA AGM This is at 1030 on Sunday 31 July. Richard will attend on our behalf. No particular voting instructions were given. 	<p>Ian</p> <p>Richard</p>
<p>REPORTS FROM SUB-COMMITTEES:</p> <ul style="list-style-type: none"> • Theatre Hire. Winter Dance Workshop from 17 - 21 October 9am - 5pm A 30th birthday request is being assessed The committee decided that the theatre was not available every Sunday morning due to show commitments A Wedding is planned for Saturday 5 November It was agreed the hire rates should be reviewed, looking at \$60/hr for the main theatre, \$40 for the Hatea Room and \$20 for the 	<p>Barbara to inform applicant</p>

<p>kitchen. Where Sutherlands provide the lock-up service the cost will be charged back to the hirer.</p> <ul style="list-style-type: none"> • Wardrobe. The Aladdin Hire has been returned and the invoice sent to Kamo High School. The wardrobe will be tidied up now Miss Saigon has finished. • Building. Backflow preventer for our water main to be organised. The lift - Jason suggested the lift be upgraded to be able to carry 500kg, making the moving of the Genie and the piano a safer option. It was agreed this should be investigated and prices obtained from Otis, Schindlers, and local engineers. Minor maintenance is required. The roof leaks are again a concern. It was agreed that we should approach Hawthorn Geddes (or similar) for expert advice as to how best to solve the problem. The original plans should be obtained from the Council. • Publicity Now aiming at Stepping Out and the Business Awards. • Props Nothing to report • Make-up No Report • Lighting and Sound Some equipment has been hired to GJ Productions - invoice to be raised. • Front of House. Nothing to report. • Forward Planning It was recommended that Grease be our major show from 18 May to 9 June, followed by Dangerous Liaisons opening on 31 August. MOTION: Wade proposed and Ian seconded, that the committee accept the recommendation from the forward planning committee for the first two shows of 2012. Carried 	<p>Barbara to present new scale to next meeting for approval</p> <p>Gayle & Alison</p> <p>Richard</p> <p>Richard</p> <p>Richard</p> <p>Lila to action Penny to action</p> <p>Jason</p>
<p>PRODUCTIONS:</p> <ul style="list-style-type: none"> • Miss Saigon This was a resounding success, well-received by the public and enhancing the reputation of WTC for providing high-quality shows. It also made a surplus. Learning points for future large-scale shows: <ul style="list-style-type: none"> ➤ having 3 production managers was useful/essential ➤ ideally the production managers will not be away near 	

<p>to/during the show</p> <ul style="list-style-type: none"> ➤ greater attention is required for pack-out planning ➤ cast membership of WTC needs to be clearly organised by the production manager and the director <i>before</i> rehearsals start. ➤ care is required to avoid divisions between cast & crew <ul style="list-style-type: none"> • Stepping Out <p>Ian presented the budget which was accepted. Ticket prices were agreed at \$45 Dinner & Show, \$25 Show only. The dates need to be changed - it was agreed Ian & Eilean should decide on them, and report back next meeting.</p> <ul style="list-style-type: none"> • Mum's Choir <p>September 3rd for auditions. Pamela is concerned about the effect Die Fledermaus will have on the auditions, and regrets the dates for it were not brought to the Forward Planning committee by the Secretary.</p>	<p>Ian to amend job descriptions</p>
<p>OTHER BUSINESS:</p> <ol style="list-style-type: none"> 1. Neil Troost has asked if we could workshop a play he is writing - this was agreed. 2. Wade asked if we wished to have MediaWorks as major sponsor for Grease - this was agreed 3. We will apply to WDC Performing Arts Fund for a grant towards Grease 4. Pamela asked how we could avoid clashes with other productions in Whangarei. This has been addressed (unsuccessfully) in the past. It was noted that if a process can be established we will have to be willing to change our plans. 	<p>Ruth to organise</p> <p>Wade to organise</p> <p>Wade/Ruth to organise</p> <p>Ian to discuss with CHART</p>
<p style="text-align: center;">Meeting Closed 9.45pm.</p> <p style="text-align: center;">Next Meeting – Monday 22nd August 2011 at the Riverbank Theatre 7.00pm.</p>	