

**Minutes of the Whangarei Theatre Company Executive Committee meeting
Held at the theatre
On Monday 27th June 2011.**

The meeting commenced at 7.00pm.

PRESENT: Gayle Dowsett, Penny Mashlan, and Eilean Rawson, Barbara Trimmer, Ray Palmer, Pamela Black, Wade Rowsell, Richard Bryham, Jess Loftus, Lila Lusher, Jason Riggir,

APOLOGIES: Ian Page, Alison Thomson, Ruth Coulton, Joel Stanners,

<u>ITEM</u>	<u>ACTION</u>
<p>Marjorie Bowdler addressed the meeting. The Little Theatre Guild in England have written and invited us to become a member of their organization. Marjorie is a friend of the person inviting us and she gave us some history of the organization and the possible benefits to us if we joined. The committee asked questions of Majorie and there was distinct interest.</p> <p>Eilean Asked that the committee give thought to the invitation and that we make a decision next meeting.</p> <p>MOTION: Barbara moved and Wade seconded that that Penny research the Guild and present the pro's and con's of us joining. Carried</p> <p>FINANCIAL REPORT: Cheques to be passed for payment were presented to the committee.</p> <p>MOTION: Ray moved and Ian seconded, that cheques and direct debits be passed for payment. Carried.</p> <p>Bank balances as at June meeting, \$22608.06 - 00 account \$41.64 - 52 account</p> <p>Queries about the financial report were clarified by Ray. Wade suggested that the financial committee meet prior to each exec meeting.</p> <p>It was brought to the attention of the committee that there were people onstage who were not members of the society. As this is a breach of our constitution rules there is a problem with this.</p> <p>MINUTES OF THE PREVIOUS MEETING: MOTION: Eilean moved and Richard seconded that they be accepted as a true and correct record of the meeting. Carried</p>	

<p>MATTERS ARISING: 1. \$1000 has been paid for parking.</p>	
<p>CORRESPONDENCE: Inward Martin Searanche thanked the committee for free tickets to Miss Saigon. Kamo High School, thanks for our support for their recent production of Alladin.</p> <p>Outward Eco Insulation re carparking. Rockgas re sponsorship for Miss Saigon.</p>	
<p>GENERAL BUSINESS 1. New WDC Concert Venue The proposal for the new theatre is in the consultation phase. The first meeting for this is to be held tomorrow (28th June) 2pm. Can anyone go? Ian said he would email out one of the submissions for the committees interest. There will be other consultation opportunites. Sarah Boon from Creative Northland is the person to contact for information and submissions.</p>	Ian
<p>REPORTS FROM SUB-COMMITTEES:</p> <ul style="list-style-type: none"> • Theatre Hire. A dance group has asked to use the Theatre Sunday Mornings on a weekly basis. Have had a wedding inquiry for January 2013 • Wardrobe. Debbie Walters, Little Shop of Horrors have taken a few costumes. • Building. Backflow preventer for our water main. Finlayson street – quotes of \$5000 mending roof. Should we get a quote to repair/replace the whole roof? Joins are often a place that leaks. Wade suggested we get contractors to quote for full repairs, including gutters and front section only. Agreed. • Publicity Ian is impressed with the banner across Cameron street. \$1000. Suggested we book this more often. • Props No Report • Make-up No Report • Lighting and Sound No Report • Front of House. 	Lila

<p>Programmes. Eilean suggested we drop the price to \$5 to get rid of the huge pile of programmes. This was agreed to. Eilean commented on Ayla-Janes mother, Lynn and her wonderful support making tea and coffee for cast and crew each night. Richard asked us to check names on contact sheet. Eilean asked if we should have final night show party at the theatre so we are out of the way of the pack out. Wade suggested that the forum north staff got thanked along with everyone else, with a present. There was a discussion and then it was suggested that using our wonderful flower sponsor, that we send a bunch in thanks for their “extra” help above and beyond their job.</p> <ul style="list-style-type: none"> • Forward Planning Grease as our major show May/June. We will be doing it at our theatre and cancelling Forum North. Dangerous Liasons in August/September. <p>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> <ul style="list-style-type: none"> • Finance No further Report 	
<p>PRODUCTIONS:</p> <ul style="list-style-type: none"> • Miss Saigon Show is going well. The public response is generally positive. Wade has found a building that we can put our 2 containers in and pack the set at our leisure. • Stepping Out Have had one production meeting. The cast are4 tapping away. There is no budget as yet. We have a stage manager. • Mum’s Choir September 3rd for auditions. November 11th – Opening. Pamela is considering an open audition process. 	
<p>OTHER BUSINESS:</p> <ol style="list-style-type: none"> 1. The last Friday of July, Cameron Faulkenheiner will continue with creative writing of “The Jungle Book”. 2. Newsletter – there will be a newsletter out soon. 3. Gayle asked if the committee would like Michelle (our insurance broker) is to come to answer insurance questions at the next meeting. 	<p>Eilean Gayle</p>
<p style="text-align: center;">Meeting Closed 9.25pm.</p> <p style="text-align: center;">Next Meeting – Monday 23rd May 2011 at the Riverbank Theatre 7.00pm.</p>	