

Minutes of the Whangarei Theatre Company Executive Committee Meeting

Held at Riverbank 24th September 2018

The meeting commenced at 7.03pm.

PRESENT: Barbara Trimmer, Tane Davis, Eilean Rawson, Marjorie Bowdler, Ian Page, Cameron Shelley. Camilla Harmston, Gail Yearbury, Penny Mashlan, Shane Green.

APOLOGIES: Pani Taukiri

MINUTES OF THE PREVIOUS MEETING:	ACTION
<p>MOTION: Marj moved and Ian seconded that they be accepted as a true and correct record of the meeting. Carried</p> <p>Matters Arising – Task Sheet</p> <p>Ongoing tasks</p> <ul style="list-style-type: none"> • Check with Sutherlands who has used keys not on the executive since beginning of the year. • A cartoon information sharing of the complimentary benefits, discussed at the last meeting, will be sent out in the next newsletter. • Audition dates for One-act plays 20 & 21 October. NB changed later in the meeting. • Piano was followed up but the one advertised Sean rejected as not tuned in the right key. • Building repairs to the foyer porch have been completed. • Wheelie Bin has ben replaced. • Add Tane to Administration on Facebook / website • Penny and Shane need to meet to discuss grants and funding requirements. • Shane to put down some ideas for funding down on paper and circulate / bring to next meeting. 	<p>Marj</p> <p>Tane</p> <p>Eilean</p> <p>Ian</p> <p>Penny / Shane</p> <p>Shane</p>
<p>FINANCIAL REPORT:</p> <p>MOVED: Ian moved and Cam seconded that the payments for September 2018 totalling \$8,051.56 be approved for payment. Carried</p> <p>MOVED: Ian moved and Gail seconded that the August 2018 electronic payments and DDs totalling \$6,258.87 be approved. Carried</p> <p>Matters Arising</p> <p>nil</p>	<p>Ian</p>
<p>CORRESPONDENCE:</p> <p>Inward and Outward :</p> <ul style="list-style-type: none"> • Letter and Thank You card – Principal and Staff of Huanui College for the hire of our theatre for their Night of Arts celebration. 	<p>Marj</p>
<p>SHOWS</p> <p>Forget me Knot – Production Manager - Cam</p> <p>Final performance Saturday 22nd September. Written report to come once financials finalised.</p> <p>Current Show – Annie – Production Manager - Marj</p> <ul style="list-style-type: none"> • Looking forward to rehearsing on the top stage in a week, after St Francis Xzavier will have reduced our rehearsal times because of their booking, and now that Forget Me Knot has finished. • Children are rehearsing well, making good progress. Had to adapt rehearsals during the Competitions depending on who turned up. • Adult cast stabilising but with the schools holidays over the next two weeks, for both adults and children will mean some absenteeism again. • Ray starting with band rehearsals during the holidays. 	

<p>Next Shows 2019</p> <ul style="list-style-type: none"> Two one-act plays are to be performed 22nd March – 6th April 2019 <ul style="list-style-type: none"> director Pani – ‘Does Your Mother Know She’s Dead?’ director Tane – The Terrible Fate of Humpty Dumpty Auditions to be held in October have now changed to Saturday and Sunday 17th and 18th November 10am – 4pm. Dates now confirmed with Barbie. Budget due next meeting for approval before being cast. 	<p>Pani Tane</p>
<p>Future Shows – ‘Phantom of the Opera’ – Production Managers - Barbie / Ian</p> <ul style="list-style-type: none"> Phantom – 15th – 30th June 2019 in Forum North. Budget due next meeting for approval before being cast. Auditions 2nd, 3rd, and 4th, with call backs on the 9th, 10th and 11th November 2018. 	<p>Barbie / Ian</p>
<p>FORWARD PLANNING- meeting held 24th September 2018 – Chair- Eilean</p>	
<p>2019</p> <ul style="list-style-type: none"> End of year show - ‘Vicar of Dibley’ <p>Pamela reported that due to her health and the chance of some long term effects of treatment, she did not feel she would be able to direct a show next year. Two of her original cast were also in doubt. Peter Fleming has had a mild stroke and Laura Thomson was not keen on commuting from Dargaville for rehearsals. It was decided to replace this with ‘A Gilbert and Sullivan Christmas Carol’ and Marjorie will look into getting the Rights for this.</p>	<p>Marj</p>
<ul style="list-style-type: none"> One Act Plays <p>We need a Production Manager for the One Act Plays.</p>	<p>??</p>
<ul style="list-style-type: none"> Rent <p>Auditions 11th & 12th May.</p>	
<p>2020</p> <ol style="list-style-type: none"> Depending on how well the two One Act plays are received this year we are considering repeating this in 2020. ‘Shrek, the Musical’ Adult version ‘The Murder of My Aunt’ a play ‘Oliver’ in the Christmas slot Nov 13-28 	
<p>2021</p> <ol style="list-style-type: none"> ‘We Will Rock You’ - Early as this is likely to involve teenagers and this is a better time of year for them. ‘Wicked’ in Forum North- check available dates. A Play- preferably in the Hatea Room. ‘The Lion, The Witch and the Wardrobe’ <ul style="list-style-type: none"> Once we have the Rights to these we will advertise for interested Directors. 	<p>Marj</p>
<p>GENERAL BUSINESS</p> <p>RisingStarz</p> <ul style="list-style-type: none"> Nothing confirmed as yet. A letter from Kirsten ‘offering to donate ... on the understanding that ...’ may be a practical suggestion to move things forward. Camilla to follow up and report back at the next meeting. 	<p>Camilla</p>
<p>Hires Report</p> <ul style="list-style-type: none"> St Francis Xavier – moved in for this week 	<p>Barbie</p>

<ul style="list-style-type: none"> • Big Band – Saturday 13th October for a concert evening – no bar manager’s available so they are doing a BYO • October 27th – Charter School using Hatea Room and carparks until 4pm the Recenia Kaka CCS Disability hiring from 5pm to 1am for a fundraising function for a competition in Wellington. • Thursday 22 November – 5pm to 6.30 MASDAVA are having their prize giving in the Hatea Room – they will be out by 6.45 • Blair Strang – offering 26th January 2019 similar to an AOTNZ arrangement – they are applying for funding – awaiting confirmation. • Northland Youth Theatre looking to hire the theatre June / July 2019 for 10 performances over two weeks. Camilla to get definitive responses from Kirsten and Debi regarding their possible booking for Buggy Malone during the same period. • Arts on Tour – Friday 5th October – FOH requirements – Pani. <p>FUNDING – roof replacement The committee requests that Shane and Penny start an application through Lotteries and ASB Trust for the funding to cover the expense of replacing the roof. They need to be mindful of Resource Consent if something changes significantly</p>	<p>Camilla</p> <p>Pani</p> <p>Shane / Penny</p>
<p>All members and observers are reminded that the substance of the deliberations leading to decisions must remain confidential at all times.</p>	<p>All</p>
<p>The Meeting closed at 8.48pm Next Meeting 22nd October at 7pm</p>	

Signed

Dated 22nd October 2018

Barbara Trimmer President, WTC