



Portal Players Dramatic Society Board of Directors Meeting Minutes Monday, September 3, 2014, 7:00 pm at the Capitol Theatre

In attendance: Brent Ronning, Janet Deakin, Carrera Schroeder, John Kenchenten, , Derek Burke, Peter Wienold, Cody Taylor, Colleen Brooks

Regrets: Chris Arthurs, Sandy Bouleau, Irene Williams

1. Call to order: 7:16pm
2. Adoption of agenda: **Motion** by Carrera to adopt, 2nd by Cody, all in favour, motion carried.
3. Adoption of August 2014 board meeting minutes: **Motion** by Peter 2nd by Carrera, all in favour, carried.
4. Correspondence:
 - BC Liquor Control, Brent registered online per BCLC's request to move online.
 - Notification from Gaming Association; expect a deposit of \$13,500 to our gaming account.
5. Treasurer's Report: June 2014 Financials presented by Colleen Brooks.

Gaming Account:	0.00\$
Visa:	13.64
Adjusted Bank Balance:	\$12,581.09

Motion to adopt report Cody, 2nd by Derek, all in favour, carried.
6. President's report: tabled
7. Old Business:
 - a) Andrea will be assigned the job of checking with Price Alarms regarding new alarm codes per outline in Aug minutes. She will also take over the Fire Inspection follow ups from Chris.
 - b) Who's Afraid of Virginia Wolf – Andrea will produce and rights have been secured.
 - c) Cody – report on One Acts Festival; he accepted Robyn Cross presentation “Barefoot....” and potentially presentable in our One act Festival.
8. New Business
 - a) AGM September 29, 2014 - Derek, Cody have stepped down, Melissa Lowe and Teresa Mulligan are standing for directors at large. Colleen is interested in being treasurer for 2014-2015. Peter has put his name forward for Vice-Chair.
Motion to go in camera from Peter, 2nd by Brent.
Motion to leave in camera by Peter, 2nd by Carrera.
 - **Volunteer of the Year:** The next newsletter will include a call for nominations (submit to Andrea), and the board will make the decision.
 - **Ask Nathan (who submitted a beautiful and eloquent nomination)** about speaking as a

- representative of a nominee at the AGM. Peter will compose an email request to Nathan.
- PPDS bylaw regarding cheque signing states that the Treasurer must be one of the minimum two cheque signatories. No point in changing the by-laws since the Societies Act would supercede said bylaw. No by-law change required.

b) **Colleen / Finance Presentation:** Colleen as Bookkeeper put forward a request to hire professional assistance and training support to give her the knowledge to finish year end. **Motion** from Peter to allocate funding of \$1000 for training support to give Colleen the knowledge she needs to complete the year end books. 2nd by Cody, all in favour, carried.

c) Scrim requirements: Since all attempts to locate the scrim have ended in sadness and tears, Carrera presents an option for a new scrim. See attached email quote.
Custom-made Black Scrim pricing from StageFab: \$1730.40
Rental price with same specs: \$1770 plus taxes
Stagefab has kept the pricing of this custom scrim to 2003 pricing for PPDS.

Motion to accept StageFab quote to purchase a new custom scrim by John K., 2nd by Carrera, all in favour. Motion carried.

Motion by Peter that PPDS will commit to providing tech workshops regarding stage furnishings, lighting equipment and sound equipment over the next 12 months. 2nd by Janet, all in favour, motion carried.

d) Equipment rentals. Brent was approached and asked if they could borrow or rent the “Short Throw Projector” (purchased for Oz), valued at roughly \$1000. Cost of insurance would be prohibitive; other firms specialize in rental equipment and it is not in our society’s interest to jeopardize our assets nor provide this service. Discussion among board members resulted in a no vote on the request.

8. Reports:

Peter has booked three dates for play readings, Nov 18, Mar 3, and June 23. “God of Carnage” with an established cast, “Cloudburst” by Thomas Fitzgerald (On HBO), and is open to a reading of another play. Member nights only.

9. Next board meeting: Wednesday, October 1 @ 7pm

10. Adjournment: by Brent at 9:04

PPDS/jd