



Portal Players Dramatic Society
Board of Directors Meeting Minutes
For: Monday, February 22, 2016, 7:00 pm

In attendance: Sandy Bouleau, Peter Wienold, Teresa Drew, Janet Deakin, Colleen Brooks, Naomi Boutwell, Elliot Drew

Regrets: Chris Arthurs, Melissa Lowe, Brent Ronning, Carrera Schroeder

- 1) Call to order 7:07
- 2) Agenda – **Motion** to adopt; Sandy, Naomi
- 3) Adoption of Minutes of the last monthly board Meeting of the Society; **Motion;** Colleen/Janet
- 4) Business arising from the Minutes

ACTION ITEMS

- Peter will follow up with Denis Levasseur regarding hiring Doug Havard to do the electrical
- Colleen proposed a financial planning meeting for April and will follow up on finding a suitable date.
- Janet and Peter will work on Mission and Vision Statements

- 5) Correspondence – none
- 6) Critical Board Priorities-none
- 7) Treasurer's Report :
General: \$52,648.28
Gaming Account: \$20.96
Motion Colleen/Sandy, all in favour
- 8) Board member Reports
 - (a) ADC 2016-2017 season recommendations discussed and **Motion** to accept recommendations Colleen / Naomi, all in favour.
 - (b) Colleen reported that the lobby bathroom was repaired
 - (c) Peter is working on a Theatre Orientation Manual for members. It was suggested that we post the newsletter on our Facebook Pages (Portal Players Dramatic Society Group and Capitol Theatre), and that we should have printed copies available during show runs.
- 9) Old Business -none
- 10) New Business
 - (a) PPDS Members Camping Trip scheduled for the weekend of August 26, 2016 at Taylor Arm Group Campsite. Thank you for arranging that Carrera!

- (b) Disbursement of revenue for STAGES program principals: Teresa and Wendy would normally get 30% of gross revenue for STAGES shows. Now that the STAGES show is part of the season, renegotiation is required. Peter suggested a committee look into the situation further and Colleen will make some calculations in order to help that committee find a fair solution. Discussion was tabled until more information is available and a committee is selected.
- (c) Auto-opener for Lobby Restroom. Colleen has noticed that some folks using the lobby restroom are struggling with the very heavy door and suggested we get an automatic opener installed and inquire if funding is available. Estimate required.

11) Next meeting to be scheduled.

12) Adjournment M/Colleen/Naomi @ 7:50

PPDS/jd

DRAFT