



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

In attendance: Peter Wienold, Teresa Drew, Janet Deakin, Melissa Lowe, Brent Ronning, Carrera Schroeder, Naomi Boutwell, Elliot Drew

Regrets: Chris Arthurs, Sandy Bouleau, Colleen Brooks

- 1) Call to order 7:02 pm
- 2) Agenda – **Motion** to adopt; Carrera/Melissa
- 3) New Business:
 - a. **Graham Hughes/Naomi Boutwell proposal – RFP attached**
“Promoting Mental Health and Wellness in Older Adults and their Caregivers”
Community Action Initiative – to support seniors in telling their stories through theatre 3 nights per week at the theatre, culminating in a performance at The Capitol Theatre in March 2018.
MOTION Elliot/Peter:
Elliot moved that PPDS support and collaborate on the grant proposal.
All in favour.
 - b. **Rental/Storage/Rehearsal Space**
2nd space rental at Jericho Church expires April 30th, 2016. Arrangements to be made for moving materials. During discussions on where to re-locate, **Brent Manson** arrived at the theatre and confirmed that his building had temporary storage space on the 2nd floor of the former federal building on Argyle and would keep us posted on another space that is being prepared for PPDS as a permanent solution.
- 4) Business emerging from previous minutes:
 - a) **Automated washroom door (lobby)** Quote attached. After discussing the proposal in item 3a; we decided to table the project until September 2016 - if the grant is approved, there may be monies available to update accessibility.
 - b) **STAGES contract for Teresa Drew:** Finance Committee Report (attached)
Teresa, Carrera and Naomi were recused for the discussion of the FCR. Board moved to offer the committee report contract terms to Teresa as written for her review.
 - c) Brent reported that the **New Society Act** becomes law on November 28, 2016 and proposes to have the PPDS constitution amended in time for the September AGM for voting by the membership.
 - d) Peter moved that the draft version of our new Mission and Vision statements be distributed to the membership for approval.

- e) Janet suggested that our members' newsletter should include a Table of Contents.
- 5) Treasurer's Report : attached
Motion to accept report Elliot/Naomi, all in favour
- 6) Reports and Check-ins:
a) Dennis Olsen requests to purchase the band stands built for The Patsy Cline show. Board in favour.
b) Brian Higgins requested the old road case currently stored at 2nd space. Board agreed to offer the case in exchange for a donation to PPDS.
- 7) Adoption of February 2016 Board Meeting Minutes: Naomi/Carrera
- 8) Correspondence: **Fall Fair** Booth letter requesting \$400 for a booth. Naomi, Carrera and Brent will coordinate. Naomi is also coordinating participants in the Fall Fair Parade and will forward this letter to Andrea for payment.
- 9) Next meeting Tuesday, April 19th, 2016.
- 10) Adjournment at 8:45pm.

PPDS/jd