



OFFERING our members opportunities for developing skills in the art and business of theatre
SUPPORT FOR a broad range of performers and artists who use the Roxy Theatre
LOCAL partnership-building with community groups to support our mission
THEATRE performances, repertory and original, regularly produced by members

General Membership Meeting Minutes

January 18, 2022 at 7:00 p.m.

Board Members Present: Cathie Locke, President
Val Underwood, Vice President
Anne Thompson, Secretary
Jack Goad, Treasurer
Dale Albrecht, Director
Kathleen Cassidy, Director
Fiona McConachie-Anderson, Director

Not Present: Jed Phillips, Director; Rick Twining, Director

The meeting began at 7:13 pm.

1. Approval of Agenda –

- **Motion 2022/01/18.1** to approve the agenda. Moved by Cathie Locke, Second Val Underwood; Carried.

2. Land Acknowledgment – read by Val Underwood

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3. Approval of September 28, 2021, General Meeting Minutes –

- **Motion 2022/01/18.2** to approve the September 28, 2021 General Meeting minutes. Moved by Val Underwood; Second Laura Wood; Carried.

4. President's Welcome and Message – Cathie Locke

5. Executive Director's Report – Marcia Cunningham

- **Financial Report** – Jack Goad, Treasurer

6. 2021-2022 Directors'/Producers' Report(s) –

- Pat O'Connor/Laura Wood – *The Curious Incident of the Dog in the Nighttime*
- Val Underwood/Kathleen Murphy – *The Red Plaid Shirt* – verbal report provided by Val Underwood – production continues under current government restrictions.
- Kevin Haxell/Sandy Holland – *Born Yesterday*
- Lacey Mooney/Dan Herrick – *Matilda Jr. (Roxy Young Company)*
- Stephanie Fowler/Mike Tettenborn – *Much Ado About Nothing* – verbal report provided by Mike Tettenborn – production crew remains unchanged except for the addition of Terry Burns and Paul Nicholson as set design/build; auditions set for March; production runs in July at Kelso Beach

7. Volunteer Team Reports

Building & Maintenance – Jack Goad
Directors – Cathie Locke confirmed
Director's Team meeting is pending to
review requirements to qualify as an OSLT
director.
Finance – Jack Goad
Front of House – Cathie Locke provided
verbal update that Tiffany McMillan is taking
over supervision of Front of House

WODL – Cathie Locke offered to provide
link to enable members to subscribe to
WODL newsletter.
Membership – Dale Albrecht
Newsletter – Judy Beth Armstrong
Playbill – Peter Leonard
Producers – Kathleen Murphy confirmed the
Producer's Team is in meetings to update,
streamline and make Production forms
more accessible.
Reopening Planning – Kathleen Cassidy

i) **New Business – none**

8. Next Meeting(s) –

- Board Meeting – February 8, 2022, at 6:30 pm
- General Meeting – March 22, 2022, at 7:00 pm
- Annual General Meeting – September 27, 2022, at 7:00 pm

9. Adjournment –

- **Motion 2022/01/18.3** To adjourn the meeting. Moved by Dale Albrecht; Second Paul Nicholson; Carried.

The meeting ended at 8:15 pm.

Approved: MMMM DD, 2021 (pending)

Cathie Locke – President

Anne Thompson – Secretary

Attachments sent prior to the meeting, or made available at the meeting:

Agenda

Draft Minutes of Previous General Membership Meeting

Executive Director Report

Financial Statements

Treasurer Report

Volunteer Team Reports – Building, Re-opening, Newsletter, Playbill, Membership

Production Reports – Curious Incident of the Dog in the Nighttime, A Red Plaid Shirt, Born

Yesterday, Matilda, Jr., Much Ado About Nothing, Beauty and the Beast