



*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*

## **Minutes of Board of Directors Meeting**

May 12, 2020 at 7:00 pm

Meeting called to order 7:15 pm (virtual meeting via Zoom)

Present: Corry LaPointe, Jack Goad, Cathie Locke, Bill Murphy, Dan Herrick, Margaret Yaraskavitch, Mike Tettenborn, Robert More  
Regrets: Jason Dedrick

Approve the agenda as amended in this meeting of the special March 12, 2020 meeting: Moved: Mike T; Seconded: Margaret Y; Carried

Approve the minutes from the March 12, 2020 special meeting: Moved: Bill M; Seconded: Jack G; Carried

Agenda Item's 1 & 2 (ED's proposed Plan A & Plan B):

Motion: All OSLT productions will be cancelled for the balance of 2020. If social distancing restrictions allow, consideration may be given to allowing non-OSLT productions to take place later in 2020. Moved: Jack G; Seconded: Dan H; Carried

**Action: Corry** will contact the Curious Producer & Director and the Beauty & the Beast Producer & Director to advise them of the Board's decision

Agenda Item 3 moved to In-camera

Agenda Items 4 & 5: Christy's fee & Youth camp: Motion: to cancel the summer camp in 2020: Moved: Bill M; Seconded: Jack G; Carried

**Action: Robert** will contact Christy to advise and to ask for a 2021 Youth program plan for the Board to consider

Motion to move to in-camera session: Moved: Jack G; Seconded: Bill M; Carried

Motion to move out of camera: Moved Bill M.; Seconded: Margaret Y: Carried

Agenda Items 6 & 7. Robert discussed a few ideas contained in his report. Board requested Robert actively engage members including the Marketing Team, the Membership Team, and the Playbill Team to ensure continuity in tone and branding, membership engagement, and strategic thinking.

**Action: Robert** to reach out to Marketing, Membership & Playbill, and begin process for regular updates to members

Agenda Item 8 - Addendum A on ED report: Motion: OSLT will apply for the Gov't-backed \$40K loan (via RBC) Moved: Dan H.; Seconded: Mike T; Carried  
**Action: Robert** to contact RBC to secure loan. Addendum B on ED report:  
**Action: Robert** to reply to Mark V and contact group proposed to participate in the community fund-raising event to begin process and mark OSLT as a leader in this initiative

Agenda Item 9 - managing building costs during shutdown: **Action: Robert** to talk to Benedict Electrical when they are in this Thursday to investigate shutting down heat & A/C for the duration and to contact Hydro to investigate why Hydro bill is still \$2,300/month

Agenda Item 10 - Board was made aware that if the Curious set needs to be taken down and rebuilt later, the production will incur substantial additional costs (not typical for OSLT productions).

Agenda Item 11 - regular (virtual for now) meetings of the Board Executive (Corry, Jack & Cathie) with the ED: **Action: Jack** will set up first Zoom meeting for Friday May 22 at 11:00 am **Further Action: participants** will acknowledge that that day happens to be Jack's birthday and will supply a virtual cake 😊

New Business: Bill's update on Strategic Planning: **Action: Bill** will contact Liz to have her issue second survey and discuss possibility of special virtual session afterwards. **Bill** will also confirm whether this will result in any additional costs for OSLT

Board discussed note submitted by Fiona M-A in regard to choirs and social-distancing and the impact to OLST (eg - musicals)

Board discussed need to replace Secretary. Secretary needs to be a member of the Board. **Action: Robert** will send out message to members asking for a volunteer

Next (Virtual) Board meeting: Tuesday June 9, 2020 at 7 pm **Action: Jack** to set up

Meeting adjourned (moved by Bill M)

Approved:

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Corry Lapointe, President

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Jack Goad, Recorder