



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 September 13, 2022

Board Members Present	Cathie Locke, President Jack Goad, Treasurer	Kathleen Cassidy, Director Dale Albrecht, Director	Fiona McConachie-Anderson, Director
Not Present	Jed Phillips, Director Anne Thompson, Secretary		
Others Present	Marcia Cunningham, Executive Director		

1) <i>Call to order</i>	The meeting commenced at 6:23 p.m.
2) <i>Land Acknowledgment</i>	The Land Acknowledgement was read by Cathie Locke.
3) <i>Approval of agenda</i>	MOTION 2022/09/13:1 BIRT the Board approve the agenda, with any amendments. Kathleen Cassidy, seconded Fiona McConachie-Anderson; CARRIED
4) <i>Approval of the minutes of the previous meeting</i>	Approval of minutes. MOTION 2022/09/13:2 BIRT the Board approve August 23, 2022 minutes, with any amendments. Kathleen Cassidy; seconded Fiona McConachie-Anderson; CARRIED. MOTION 2022/09/13:3 BIRT the Board approve August 29, 2022 minutes, with any amendments. Dale Albrecht; seconded Fiona McConachie-Anderson; seconded; CARRIED
5) <i>Strategic Plan Update</i>	No updates currently.
6) <i>Business Arising</i>	Action Items from previous meeting(s): a) Confirmation of completion of assigned items
7) <i>Executive Director's Report</i>	Report was submitted prior to the meeting. a) Additional discussion of Community Foundation Grant b) Discussion of the request to move dates from The Game's Afoot and decided that the ED would communicate that the dates would not be changed and that the ED and staff would support the production with marketing and communicating with Members about opportunities to get involved with the production.
8) <i>Treasurer's Report</i>	Treasurer's Report, Balance Sheet and Comparative Income Statement July 31, 2022 were submitted prior to the meeting.
9) <i>Team Reports</i>	Producers: Proposed production budget submissions were discussed, modified and sent back to the team.

	Reopening Team: MOTION 2022/09/13:4 BIRT that the ad-hoc committee known as the “Reopening Committee” be dissolved. Kathleen Cassidy; seconded Dale Albrecht; abstained Fiona McConachie-Anderson; CARRIED Action: Marcia to connect with Steve Byers regarding a Health and Safety Committee.
10) <i>Production Reports</i>	Beauty & the Beast – Budget presentation: Fiona McConachie-Anderson
11) <i>New Business</i>	none
12) <i>Correspondence</i>	none
13) <i>In Camera</i>	none
14) <i>Future Meetings</i>	Board Meeting – Tuesday, July 12, 2022, 6:30 p.m. General Membership Meeting – Tuesday, June 28, 2022, 7:30 pm
15) <i>Adjournment</i>	MOTION 2022/09/13:5 BIRT the meeting is adjourned. Fiona McConachie-Anderson; seconded Jack; CARRIED. Adjourned at 8:15 p.m.

Attachments: These were sent out prior to this meeting or made available at the meeting. They are available upon request.

- Executive Director Report
- Agenda
- Balance Sheet at July 31
- Income Statement at July 31
- Treasurer’s Report
- Musical Budget
- Play Budget
- Newsletter Note / Reminder
- Reopening Committee Report
- RYC Report
- WODL Newsletter

Approved: NEXT August 23, 2022

President
Cathie Locke

Secretary
Anne Thompson