***O****FFERING our members opportunities for developing skills in the art and business of theatre*

***S****UPPORT FOR a broad range of performers and artists who use the Roxy Theatre* ***L****OCAL partnership-building with community groups to support our mission* ***T****HEATRE performances, repertory and original, regularly produced by members*

Minutes of Board of Directors Meeting

October 11, 2022

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| Board Members  Present | Corry Lapointe, President  Jack Goad, Treasurer  James Moyse, Director | Kathleen Murphy, Director  John Flynn, Director  Michael Johnston, Sec. (by zoom) | Sheilah Spurr VP  Aidan Ware, Director  Cathie Locke, PP |
| Not Present | Mike Tettenborn, Director |  |  |
| Others Present | Marcia Cunningham, Executive Director |  |  |
| *1) Call to order* | The meeting commenced at 6:27 p.m. | |  |
| *2) Land Acknowledgment* | The Land Acknowledgement was read by Cathie Locke. | |  |
| *3) Approval of agenda* | **MOTION 2022/10/11:1 BIRT the Board approve the agenda, with any amendments.**  **Jack Goad, seconded Sheila Spurr; CARRIED** | | |
| *4) Approval of the* | Approval of minutes. | | |
| *minutes of the* | **MOTION 2022/10/11:2 BIRT the Board approve August 23, 2022 minutes, with any** | | |
| *previous meeting* | **amendments.** | | |
|  | **Jack Goad; seconded Sheilah Spurr; CARRIED.** | | |
|  |  | | |
| *5) Strategic Plan Update* | No updates currently. | | |
| *6) Board*  *Orientation* | Chair handed over to Cathie and Jack for this item  Orientation Packages were provided and Directed discussion of the contents ensued. Electronic packages can be found on the Google drive. Members are asked to read through the material. Additional Administrative items were completed | | |
| *7) Executive Director’s Report* | Report was submitted prior to the meeting.   1. Additional discussion of events since the report was submitted | | |
| *8) Treasurer’s Report* | Treasurer’s Report, Balance Sheet and Comparative Income Statement July 31, 2022 were submitted prior to the meeting. | | |
| *9) Team Reports* | Producers: Proposed production budget submissions were discussed, modified  and sent back to the team. | | |

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|  | Focus Group  **MOTION 2022/10/11:4 BIRT that the recommended scheduling of OSLT productions for 2023 – 2024 be approved.**  **Kathleen Murphy; seconded John Flynn CARRIED** |
| *10) Production Reports* | Beauty & the Beast: Fiona McConachie-Anderson by email |
| *11) New Business* | none |
| *12) Correspondence* | Fiona McConachie-Anderson was told to proceed with the purchase of new photo frame/mattes as requested for FOH displays of cast and Crew for OSLT productions |
| *13) In Camera* | none |
| *14) Future Meetings* | Board Meeting – Wednesday, November 9, 2022, 5:30 p.m.  General Membership Meeting – Tuesday, December 20, 2022, 7:30 pm |
| *15) Adjournment* | **MOTION 2022/09/13:5 BIRT the meeting is adjourned. Kathleen Murphy**  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
* Focus Group Report

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Corry Lapointe Michael Johnston President Secretary