

Leduc Drama Society Board of Directors
Board Meeting

Date: January 25, 2016 7:00PM **Facilitator:** Cyndi Wagner

Location: Playhouse

Note Taker: Erin McLean

Attendees: Cyndi Wagner, Peter Dickhout, Erin McLean, Megan Wagner, Lyndon Anderson, Sharon Reichert, Susanne Ritchie

Regrets: Becki Comly

Agenda		
Topic	Leader	Time Allotted (min)
Call to Order/Approval of Agenda	Cyndi @ 7:16 pm	2
Approval of Minutes	Sharon move to approve. Erin 2 nd All in favour	2
Correspondence	<ul style="list-style-type: none"> ● Christmas card from city of leduc ● Canada post brochure re: mass mailing. ● Shared emails with board ● Commerce Gala- wanting a donation of tickets for their silent auction. 	5
Directors' Reports	<p><u>President - Cyndi Wagner-</u></p> <ul style="list-style-type: none"> ● Currently 3 leads on rehearsal space for musical. Playhouse will suffice till March. ● - potential space-romps? ● -Cyndi wll connect with Romps next week. <p><u>Vice President - Peter Dickhout-</u> No report</p> <p><u>Treasurer - Becki Comly-</u> no report</p> <p><u>Secretary - Erin McLean</u></p> <p>World Down syndrome day with the school. Friday March 18th @ 1pm Include 5 students. Topic should be about being inclusive. East Elementary school.- will forward Angie (contact with</p>	4 minutes per Director + 4 minutes discussion per report Total - 64

the parents group) Sharon's contact information.

Production - Sharon Reichert-

-Erin send driving records for fall show. submit at next meeting.

Artistic - Lyndon Anderson

Artistic Director Report - January 2016

- Still reading with Dramaturge committees. No shortlist to present yet. Aiming for early March.

- Fed Ex past due invoice. Customs/broker charges for 'The Wedding Singer' Advance Pack.

- Scripts printed for 'The Wedding Singer' Cast

- joined a group called 'Canadian Plays in Canadian Communities'. currently seeking recommendations from the group which includes Artistic Directors and Playwrights.

- have received no applications for ADFA One Act Festival to date.

- Potentially Sharon will be doing a show

Action Items:

1. Shortlist and present options for 2016/2017 season
2. Set a date for 'Call for Directors' for the Fringe Show
3. Re-investigate SOCAN license

- Workshops by request, as a future idea.

Marketing - Susanne Ritchie-

-sent a reminder msg to Mike regarding media about our contract

- Sent ad to Pipestone flyer for almost main.
- Changed outgoing msg.
- Checking with advertisers for the comps. (provide Andrea one list, Megan and Susanne)
- Pipestone flyer- new project to enhance the community. Create

	<p>an online magazine. Benefiting non profits in the arts industry. www.creativeab.ca</p> <p><u>Publicity - Megan Wagner-</u> no report</p>	
New Business	<p>Susanne - Retirement homes -millwoods activity center- -lifestyles- Perhaps a variety style, or excerpt of a show, test audience of a one act- preview Move this discussion to Facebook, with ongoing options.</p> <p>Lyndon- comps- Almost Maine- Links -20 tickets, any date within the run, confirm dates and numbers by Feb 3rd. As well as the comps to the organizations who donated to the show. Links request for their silent auction- 2 tickets to the wedding singer. Erin moved , Peter 2nd. All in favor. Chamber of Commerce, Peter moved Lyndon second all in favor.</p> <p>Megan- 50/50-orange tickets. Megan will put a call out for volunteers to sell during almost Maine. Cyndi will mention to wedding singer cast.</p> <p>Susanne: Survey- Program insert . New template will be on google docs.</p>	15
Old Business	<p>Peter/Cyndi- Building update- -thank you Peter for hanging all the costumes.</p> <ul style="list-style-type: none"> • We need to plan a day to purge unnecessary costume pieces . • We need to box and label things old rehearsal space. Hold all 80s attire till after wedding singer has been costumed. • Currently looking for a new engineer to compare gathered data. Lyndon will look for referrals thru professional contacts. 	10 5 10

	<ul style="list-style-type: none"> • Next week, Cyndi will prepare a google doc for the proposal for Lafarge.(low cost/comp concrete), will include the history of the building, pics of the damage and the details of the contractor quotes minus the prices. <p>Peter – Grants -lottery grant –application date March 15th. -Cyndi will post information and application to the Facebook page. -Lyndon will get us information on city cultural grants however cannot be apart of the application process due to conflict of interest (related to someone on their committee) Goal- CFEP – needs to be completed and submitted by the end of February. Add to google drive for everyone to reference. Action item: Sharon volunteered to take care of SOCAN. Cyndi - Strategic Planning</p> <ul style="list-style-type: none"> • Tabled till a later date. 	
Parking Lot Items	Cabaret- Potentially in July, planning has just begun. Summer Games- Cyndi will send Erin Fern Richardsons information. Erin will check the summer games website as well. Volunteer opportunities- opening ceremonies.- Office Manager. What can we interest them with- entertainment options for gratuities /honorariums/paid gigs <ul style="list-style-type: none"> • Loading dock theatre. 	20
Set Next Meeting Date	Doodle schedule on Facebook page.	5

Adjourn

Adjourned at 841pm.