

Leduc Drama Society Board of Directors Board Meeting

Date: July 18, 2015

Location: The Playhouse

Facilitator: Caitlin Schulz, President

Note Taker: Amanda Schulz

Attendees: Caitlin Schulz, Lyndon Anderson, Larry Rutherford, Peter Dickhout, Megan Wagner, Sharon Reichert, Amanda Schulz

Regrets: Susanne Ritchie

Please Bring: Pen, Paper, Director Updates

Agenda Topics		
<i>Topic</i>	<i>Leader</i>	<i>Time Allotted (mins)</i>
Call to Order/ Approval of Agenda	Caitlin called the meeting to order at 10:09 am. Sharon motioned to approve the agenda for the meeting. Peter seconded. The agenda was accepted unanimously by all present voting members.	2
Approval of Minutes	Larry motioned to approve the minutes of the June meeting. Megan seconded the motion. The minutes of the June meeting were accepted unanimously by all present voting members.	2
Correspondence	No correspondence.	5

Directors' Reports	<p>President – Caitlin Schulz The date of September 19 was chosen for the AGM. Caitlin asks that planning for the audits on minutes and books begin.</p> <p>Larry, Dave Newton and Peter Dickhout will meet to review the books.</p> <p>Cindy Marshall, Caitlin Schulz and Amanda Schulz will meet so the minutes can be reviewed.</p> <p>Action Item: A reminder: How to documents must be ready for transition at the AGM.</p> <p>Vice President – Peter Dickhout Peter has resolved the casino issue. The casino will go ahead as planned in July, August or September in 2016.</p> <p>The board would like to thank Peter for his hard work and problem solving during this time!</p> <p>Peter proposes a filing cabinet be placed in the office for all important and shared documents. The board agrees that this will provide an excellent solution for information sharing from board to board.</p> <p>Peter reminds the board that it is important to ensure communications within the society remain professional.</p> <p>Treasurer – Larry Rutherford Nothing to report.</p> <p>Secretary – Amanda Schulz Nothing to report.</p> <p>Production – Sharon Reichert Sharon will be taking Erin on a tour of the facilities used by the Leduc Drama Society's dinner theatre show so that she can plan accordingly.</p>	<p>~4 minutes per Member ~4 minutes for discussion per report</p> <p>TOTAL: 60</p>
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New Business	<p>Sharon – Menu</p> <p>The menu for the Dinner Theatre held at the legion to be decided via Facebook, however the board would like the following considerations:</p> <ol style="list-style-type: none"> 1. There must be an available vegetarian dish (likely a pasta) 2. The cost must remain less than \$30 in total. 3. If there is only one meat, a chicken is preferred. 	40
Old Business	None	15
Parking Lot Items		20
Set Next Meeting Date	August 09, 2015 at 11:00 am.	5
Adjourn	Caitlin adjourns the meeting at 11:01 am.	

Other Information: