

VANCOUVER CIVIC THEATRES BOARD

MINUTES



December 15, 2011

A meeting of the Vancouver Civic Theatres Board was held on Thursday, December 15, 2011, at 12:03 pm, in the Queen Elizabeth Theatre Salon.

PRESENT: Rob Haynes, Chair
Barbara McLean
Michael Noon, Vice-Chair
Karole Sutherland
Karen Wilson
Iris Woo*

ABSENT: Harbir Batra

ALSO PRESENT: Councillor Elizabeth Ball
Rae Ackerman, Director of Civic Theatres
Todd Ayotte, Deputy Director of Civic Theatres
Richard Newirth, Managing Director, Cultural Services

CITY CLERK'S OFFICE: Tina Hildebrandt, Meeting Coordinator

* Denotes absence for a portion of the meeting.

Adoption of Minutes

MOVED by Karole Sutherland
SECONDED by Karen Wilson

THAT the minutes of the November 17, 2011, meeting be adopted as circulated.

CARRIED UNANIMOUSLY

1. Introduction of Board Members to Councillor Elizabeth Ball

The Chair introduced Councillor Elizabeth Ball, the Board's new Council Liaison.

Councillor Ball provided a brief background on her involvement with the Board.

2. Financial Update

Rae Ackerman, Director of Civic Theatres, reviewed the Year-to-Date Financial Statements, and, along with Richard Newirth, Managing Director, Cultural Services, responded to questions related to theatre rental grant revenue.

3. Civic Theatres Update (Plaza, Annex, QET, Playhouse, Orpheum)

Mr. Ackerman provided a brief update and responded to questions.

4. Strategic Plan Update

Todd Ayotte, Deputy Director of Civic Theatres, provided an update on the VCT Business Review and Strategic Plan, noting the RFP has gone out with a closing date of January 10, 2012. He also provided an update on the process of the phase one background research work, which is expected to be completed by the end of the year. Mr. Ayotte reported that the first Steering Committee meeting was held in November, and the Working Group continues to monitor the progress of the project. He also reviewed the project timeline, adding a consulting contract should be in place by the end of January 2012, and that the project is expected to be completed by the end of June 2012.

Mr. Ayotte, together with Mr. Ackerman, responded to questions.

5. Licensee Relations

Karen Wilson provided a brief update and, along with Mr. Ackerman, responded to questions.

6. Vancouver Civic Theatres Board Feedback

Iris Woo provided a brief update and responded to questions.

During discussion, members acknowledged the excellent work of the front-of-house staff.

7 Tickets for Charity

Mr. Ackerman advised that this matter is pending Council direction.

8. Civic Theatres Ad Format - Georgia Straight Negotiation

Mr. Ackerman circulated two samples of the new ad format, and sought the Board's feedback.

In discussion, the Board expressed approval for the new format but Councillor Ball suggested "Vancouver Civic Theatres" be more visible on the ads.

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At 12:55 pm, Iris Woo left the meeting.

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9. New Business

a) VCT Business Review and Strategic Plan

Ms. Wilson requested further information on the VCT Business Review and Strategic Plan.

In response, Mr. Ayotte agreed to forward a brief summary to the Board.

b) Outgoing Council Liaison

It was suggested the Board send a thank you letter to Councillor Stevenson. The Chair agreed to prepare the letter.

c) Playhouse Theatre

Councillor Ball advised that she has received correspondence expressing concern with the current financial status of the Vancouver Playhouse Theatre Company.

Mr. Newirth responded, noting a consultant has been engaged to review the matter and report to staff by the end of January 2012.

d) Updates from the major civic theatre users

Councillor Ball suggested staff from the major civic theatre users be invited to future meetings to introduce themselves to the Board and provide updates. The Board and staff agreed.

Ms. Wilson will forward contact lists to the Board.

e) Adjourn

MOVED by Michael Noon
SECONDED by Barbara McLean

THAT the Vancouver Civic Theatres Board meeting be adjourned.

CARRIED UNANIMOUSLY
(Iris Woo absent for the vote)

Next Meeting:

Thursday, January 26, 2012
12:00 noon
Queen Elizabeth Theatre Salon

The Board adjourned at 1:06 pm.

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