



VANCOUVER CIVIC THEATRES BOARD

MINUTES

OCTOBER 29, 2015

A meeting of the Vancouver Civic Theatres Board was held on Thursday, October 29, 2015, at 12:02 pm, in the Queen Elizabeth Theatre Salon.

PRESENT: Susan Adams, Deputy Chair
Christopher Ball
Sabrina Cordeiro
Wendy Soobis

ABSENT: James Brown (Leave of Absence)
Colin Doylend
Rob Haynes, Chair (Leave of Absence)

ALSO PRESENT: Sandra Gajic, Director - Civic Theatres
Guy Leroux, Project Manager - Financial Shared Services

CITY CLERK'S OFFICE: Charlene Imai, Meeting Coordinator

Leave of Absence Requests

MOVED by Sabrina Cordeiro
SECONDED by Wendy Soobis

THAT James Brown be granted Leave of Absence for today's meeting, October 29, 2015.

CARRIED UNANIMOUSLY

Approval of Minutes

MOVED by Wendy Soobis
SECONDED by Christopher Ball

THAT the Minutes of the Vancouver Civic Theatres Board meeting held on September 24, 2015, be approved as circulated.

CARRIED UNANIMOUSLY

1. Comments from Deputy Chair

Susan Adams, Deputy Chair, referred briefly to the Vancouver Civic Theatres staff update.

2. Arts and Culture Policy Council Report Back

Wendy Soobis reported on her attendance at the Arts and Culture Policy Council meeting on October 6, 2015, including an overview by the City's Cultural Planner on Cultural Grant allocations and a new Program Framework, ACPC Liaison updates, and Spaces Sub-committee update. The ACPC also expressed a desire to be consulted as part of the cultural infrastructure grant review.

Sandra Gajic, along with Guy Leroux, spoke about and responded to questions regarding the needs assessment study of spaces, PAC (Performing Arts Centres) stats and PAC conferences attended by Mr. Leroux, Orpheum feasibility study, seismic testing of the theatres, and availability of school spaces.

For more information regarding the October 6th ACPC meeting, the minutes of that meeting are available for viewing at: <http://vancouver.ca/docs/council/acpc20151006min.pdf>

3. Director's Report

Sandra Gajic, Director - Civic Theatres, referred to the following items in her report:

- VCT Revitalization
- HR
- Finance
- Bookings
- IT
- Facilities
- Security
- Parking
- Occupational Health and Safety
- Technical & Production
- Marketing and Communications
- Audience Services
- Food & Beverage

Guy Leroux reviewed the Financial Report for September 2015, and responded to questions.

Ms. Gajic provided an update on the restaurant procurement process and, along with Mr. Leroux, responded to questions regarding bookings and its functionality on the website (online booking), VCT website, and logo/branding.

4. 2016 Vancouver Civic Theatres Board Meetings Schedule

MOVED by Sabrina Cordeiro
SECONDED by Christopher Ball

THAT the 2016 Vancouver Civic Theatres Board Meetings Schedule be approved as follows:

January 21
February 25
March 24
April 21
May 26
June 23
July - NO MEETING
August - NO MEETING
September 22
October 20
November 24
December - NO MEETING

CARRIED UNANIMOUSLY

5. New Business

None.

Adjournment

MOVED by Christopher Ball
SECONDED by Sabrina Cordeiro

THAT the Vancouver Civic Theatres Board meeting be adjourned.

CARRIED UNANIMOUSLY

Next Meeting

DATE: Thursday, November 26, 2015
TIME: 12:00 noon
PLACE: Queen Elizabeth Theatre Salon

The Board adjourned at 12:58 pm.

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