



## VANCOUVER CIVIC THEATRES BOARD

### MINUTES

JANUARY 21, 2016

A meeting of the Vancouver Civic Theatres Board was held on Thursday, January 21, 2016, at 12:02 pm, in the Queen Elizabeth Theatre Salon.

- PRESENT:** Rob Haynes, Chair  
Susan Adams, Deputy Chair  
James Brown  
Sabrina Cordeiro\*  
Jacob Kojfman  
Wendy Soobis
- ABSENT:** Christopher Ball (Leave of Absence)
- ALSO PRESENT:** Councillor Elizabeth Ball, Council Liaison  
Sandra Gajic, Director - Civic Theatres  
Guy Leroux, Project Manager - Financial Shared Services
- CITY CLERK'S OFFICE:** Charlene Imai, Meeting Coordinator

\*Denotes absence during a portion of the meeting.

#### Introductions and Welcome

Rob Haynes introduced and welcomed Jacob Kojfman, who was recently appointed to the Vancouver Civic Theatres Board for a two-year term. Following the introduction, members and staff introduced themselves and provided their backgrounds.

#### Election of Chair and Deputy Chair

Following due process conducted by the Meeting Coordinator and, by acclamation, Rob Haynes and Susan Adams were declared Chair and Deputy Chair, respectively, of the Vancouver Civic Theatres Board for the 2016 term.

*Rob Haynes then convened the meeting.*

### Leave of Absence Requests

MOVED by Susan Adams  
SECONDED by Wendy Soobis

THAT Christopher Ball be granted Leave of Absence for today's meeting, January 21, 2016.

CARRIED UNANIMOUSLY

MOVED by Wendy Soobis  
SECONDED by Sabrina Cordeiro

THAT James Brown be granted Leave of Absence for the meeting on February 25, 2016.

CARRIED UNANIMOUSLY

### Approval of Minutes

MOVED by James Brown  
SECONDED by Sabrina Cordeiro

THAT the Minutes of the Vancouver Civic Theatres Board meeting held on November 26, 2015, be approved as circulated.

CARRIED UNANIMOUSLY

### 1. Chair's Comments

Rob Haynes, Chair, provided the following comments:

- Recognized and honoured the late Dal Richards for his contribution to the Board and to entertainment in Vancouver, and sends condolences to Mr. Richards' family. Councillor Ball advised the Board that Council passed a motion wherein staff was directed to report back on options to identify a place or civic asset to be named in recognition of Dal Richards. She requested any suggestions from the Board be sent to her and she will take them to the Civic Asset Naming Committee. The Board and Sandra Gajic suggested the renaming of the Queen Elizabeth Plaza be put forth.
- Reviewed the role of the Board which includes advising Council.
- Reviewed the Board's duties and encouraged members to attend a variety of shows; take the time to introduce themselves to staff when attending shows, and to report any concerns to the supervisor on duty. Sandra Gajic, Director - Civic Theatres, noted Krista Edwardson, Marketing & Communications Coordinator, is now responsible for the distribution of the house seats.
- Reviewed the events and challenges of 2015.
- Overall attendance at the theatres is up.

- With Council's agreement, Councillor Ball is now able to provide reports to Council regarding the Vancouver Civic Theatres Board.

Board members expressed their appreciation to staff of the financial information format presented to them.

## 2. Report: Arts and Culture Policy Council

Wendy Soobis, VCTB's representative on the Arts and Culture Policy Council (ACPC), advised of the following:

- First meeting of ACPC is scheduled for January 26, 2016.
- Trustee Mike Lombardi has been reappointed as the Vancouver School Board representative on the ACPC.

Sandra Gajic, Director - Civic Theatres, provided an update on the space needs study for the performing arts, and theatre rental grants, which Ms. Soobis will share with ACPC.

## 3. Financial Report

Guy Leroux, Project Manager - Financial Shared Services, reviewed the preliminary Financial Report for the period ending December 2015, including attendance, use of theatres, food and beverage, and parking.

Mr. Leroux, along with Sandra Gajic, Director - Civic Theatres, responded to questions.

*Sabrina Cordeiro left the meeting at 1:10 pm, and did not return.*

## 4. Director's Report

Sandra Gajic, Director - Civic Theatres, reviewed her report, including the status of full-time staff, finance, and facilities improvements.

Ms. Gajic responded to questions, including the status of the restaurant, and safety concerns during the Vancouver Christmas Market, which were addressed.

## 5. New Business

None.

## Adjournment

MOVED by Wendy Soobis  
SECONDED by Jacob Kojfman

THAT the Vancouver Civic Theatres Board meeting be adjourned.

CARRIED UNANIMOUSLY  
(Sabrina Cordeiro absent for the vote)

## Next Meeting

DATE: Thursday, February 25, 2016  
TIME: 12:00 noon  
PLACE: Queen Elizabeth Theatre Salon

The Board adjourned at 1:30 pm.

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