



## VANCOUVER CIVIC THEATRES BOARD

### MINUTES

JUNE 23, 2016

A meeting of the Vancouver Civic Theatres Board was held on Thursday, June 23, 2016, at 12:06 pm, in the Queen Elizabeth Theatre Salon.

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

**ABSENT:** James Brown (Leave of Absence)  
Jacob Kojfman (Leave of Absence)

**ALSO PRESENT:** Councillor Elizabeth Ball, Council Liaison  
Sandra Gajic, Director - Vancouver Civic Theatres  
Krista Edwardson, Marketing & Communications Coordinator - VCT

**CITY CLERK'S OFFICE:** Charlene Imai, Meeting Coordinator

#### Leave of Absence Requests

MOVED by Christopher Ball  
SECONDED by Wendy Soobis

THAT James Brown be granted Leave of Absence for today's Vancouver Civic Theatres Board meeting, June 23, 2016.

CARRIED UNANIMOUSLY

#### Approval of Minutes

MOVED by Christopher Ball  
SECONDED by Susan Adams

THAT the Minutes of the Vancouver Civic Theatres Board meeting held on May 26, 2016, be approved as circulated.

CARRIED UNANIMOUSLY

## VARY ORDER OF AGENDA

It was agreed to vary the order of the agenda to consider Item 5 after Item 1.

### 1. Chair's Comments

Rob Haynes, Chair, acknowledged Charlene Imai's upcoming retirement after 37 years with the City, noting she had clerked the Vancouver Civic Theatres Board meetings on and off since 2000. Mr. Haynes thanked Char for her years of service to the Board.

Mr. Haynes, along with Councillor Ball, then introduced and welcomed Tina Hildebrandt, who will now be taking over as the VCTB Meeting Coordinator. Tina provided background on her past work experience. Councillor Ball noted Tina was also the Meeting Coordinator for the Arts and Culture Policy Council, so working with this Board was a good fit.

Mr. Haynes advised of his phone conversation with a customer who had expressed concern about the difficulty in getting parking in the garage as it was being used by people other than theatre patrons. Mr. Haynes suggested better signage be posted and when parking staff are on duty, one of them should be at the entrance as a deterrent to those not visiting the theatre.

Sandra Gajic, Director - Civic Theatres, addressed the complainant's concerns and responded to questions.

Mr. Haynes informed the Board of a Vancouver Sun article brought to his attention by VCT staff about a former VCT usherette. Mr. Haynes stated the usherette, as well as other past and present employees, should be recognized, and honouring these people in the VCT Newsletter was suggested.

### 5. VCT Website Update

Krista Edwardson, Marketing & Communications Coordinator, provided an update on the Vancouver Civic Theatres website which is currently in the development stage. Ms. Edwardson navigated through the website which includes Featured Events, Upcoming Events, Venues.

Board members provided feedback and input, and requested the development site be shared with members so they can review the website and provide comments. Ms. Edwardson agreed to email the website link to members and requested that all comments come from one member. To this end, it was agreed Board members send all comments to Sabrina Cordeiro who will then sort through them (to avoid duplication) and submit to Ms. Edwardson.

Ms. Edwardson, along with Sandra Gajic, Director - Civic Theatres, responded to questions.

Ms. Gajic acknowledged all the hard work and effort Ms. Edwardson has put into this challenging process of creating the VCT website.

## 2. Council Update

Councillor Ball advised Board members of the recently approved Council motion regarding "Public Art Boost".

Sandra Gajic, Director - Civic Theatres, brought to Councillor Ball's attention that VCT staff have not been included in the dialogue when it comes to public art in the theatres.

MOVED by Susan Adams  
SECONDED by Christopher Ball

THAT the Vancouver Civic Theatres Board write a letter to the Public Art Committee suggesting open communication and dialogue between the VCT staff and board and the Public Art planners and committee could be of benefit to both parties.

CARRIED UNANIMOUSLY

## 3. Communication to Council

With Councillor Ball's guidance, Board members reviewed and provided feedback on a letter to City Council regarding their concerns. It was agreed Wendy Soobis, with input and assistance from members, will re-work the letter.

Sandra Gajic, Director - Civic Theatres, responded to questions regarding theatre rental grants - i.e., gap between grant received and the cost of the theatre rental.

## 4. Report: Arts and Culture Policy Council

Wendy Soobis, VCTB's representative on the Arts and Culture Policy Council (ACPC), reported on her attendance at the ACPC Community Focus Group meeting which was also attended by various arts organizations.

## 6. Director's Report

Sandra Gajic, Director - Civic Theatres, referred to her report and responded to questions regarding the May 2016 Financial Report.

## 7. New Business

Susan Adams congratulated Rob Haynes on receiving the Vancouver Award of Excellence under the category of Civic Volunteer - Individual.

### Adjournment

MOVED by Wendy Soobis  
SECONDED by Christopher Ball

THAT the Vancouver Civic Theatres Board meeting be adjourned.

CARRIED UNANIMOUSLY

### Next Meeting

DATE: Thursday, September 22, 2016  
TIME: 12:00 noon  
PLACE: Queen Elizabeth Theatre Salon

The Board adjourned at 1:31 pm.

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