



VANCOUVER CIVIC THEATRES BOARD

MINUTES

JANUARY 26, 2017

A meeting of the Vancouver Civic Theatres Board was held on Thursday, January 26, 2017, at 12:11 pm, in the Queen Elizabeth Theatre Salon, 630 Hamilton Street, Vancouver, BC.

PRESENT: Rob Haynes, Chair
Susan Adams, Vice-Chair
Sabrina (Cordeiro) Scalena
Wendy Soobis

ABSENT: Christopher Ball, Leave of Absence

ALSO PRESENT: Councillor Elizabeth Ball, Council Liaison
Sandra Gajic, Director, Vancouver Civic Theatres
Guy Leroux, Associate Director, Vancouver Civic Theatres
Krista Edwardson, Senior Manager, Sales, Vancouver Civic Theatres

CITY CLERK'S OFFICE: Tina Hildebrandt, Meeting Coordinator

Leave of Absence Requests

MOVED by Sabrina (Cordeiro) Scalena
SECONDED by Wendy Soobis

THAT the Vancouver Civic Theatres Board approve a leave of absence for Christopher Ball for this meeting;

FURTHER THAT the Vancouver Civic Theatres Board approve leaves of absence for Susan Adams and Christopher Ball for the next meeting to be held February 23, 2017.

CARRIED UNANIMOUSLY

Approval of Minutes

MOVED by Wendy Soobis
SECONDED by Susan Adams

THAT the Vancouver Civic Theatres Board approve the Minutes of the meeting held on December 8, 2016, as circulated.

CARRIED UNANIMOUSLY

1. Introductions and Chair's Comments

The Chair commented on the following:

- members whose terms expired December 4, 2016, have been extended to March 31, 2017, or until successors are appointed;
- James Brown submitted his resignation earlier today;
- meeting with the General Manager of Community Services;
- orientation for new members re: governance; the Vice-Chair will research the process for reporting to Council as outlined in the Civic Agency Guidelines; and
- acknowledged the passing of actress Joy Coghill.

In discussion, Councillor Ball suggested new appointees to ACPC be given an overview of the civic theatres. Wendy Soobis will liaise with the Staff Liaison.

2. Presentation: Senior Manager of Theatre Operations

In the absence of staff, this presentation was postponed.

3. Arts and Culture Policy Council Report

Wendy Soobis, VCTB's representative on the Arts and Culture Policy Council (ACPC), provided a brief report.

4. Presentation/Sales Report on APAP

Krista Edwardson, Senior Manager, Sales, Vancouver Civic Theatres, provided an overview on the APAP 2017 Conference and responded to questions.

5. Website Update

Sandra Gajic, Director, Vancouver Civic Theatres, provided a brief update on progress launching the new website. In discussion the VCTB expressed concern with ongoing delays.

MOVED by Wendy Soobis

SECONDED by Sabrina (Cordeiro) Scalena

WHEREAS the Vancouver Civic Theatres (VCT) is the only major theatre organization in North America that does not have its own respective website and Point of Sales (POS) system.

WHEREAS the Vancouver Civic Theatres has self-funded the design and development of a VCT website and POS system and is awaiting allocation of corporate resources to activate and complete these projects.

WHEREAS the ongoing delay of these VCT projects poses a considerable negative impact on financial goals and customer service to the community.

THEREFORE BE IT RESOLVED THAT the Vancouver Civic Theatres Board recommends Vancouver City Council give corporate priority to the allocation of corporate resources to activate and complete the VCT website and POS system.

CARRIED UNANIMOUSLY

6. Finance and Year End Preliminary Report

Guy Leroux, Associate Director, Vancouver Civic Theatres, reviewed the report and, along with Ms. Gajic, responded to questions.

In response to questions, Ms. Gajic agreed to forward language in relation to Event Security to Councillor Ball for follow-up.

7. 2017 Goals and Plans for VCT

Ms. Gajic provided a brief review of major projects and the strategic plan, noting the focus is for a financially sustainable organization, and responded to questions.

8. Directors Report

Ms. Gajic reviewed the report dated January 23, 2017 (*on file*), and responded to questions.

9. New Business

ADJOURNMENT

MOVED by Susan Adams
SECONDED by Sabrina (Cordeiro) Scalena

THAT this meeting be adjourned.

CARRIED UNANIMOUSLY

Next Meeting:

DATE: Thursday, February 23, 2017
TIME: 12 Noon
PLACE: Queen Elizabeth Theatre Salon
630 Hamilton Street, Vancouver, BC

The Board adjourned at 2:08 pm.

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