



VANCOUVER CIVIC THEATRES BOARD

MINUTES

JANUARY 16, 2014

A meeting of the Vancouver Civic Theatres Board was held on Thursday, January 16, 2014, at 12:02 noon, in the Queen Elizabeth Theatre Salon.

PRESENT: Rob Haynes, Chair
Susan Adams
Sarah Kim
Michael Noon
Wendy Soobis
Karole Sutherland, Vice-Chair
Karen Wilson

ALSO PRESENT: Councillor Elizabeth Ball
Todd Ayotte, Interim Director, Vancouver Civic Theatres
Richard Newirth, Managing Director, Cultural Services

CITY CLERK'S OFFICE: Charlene Imai, Meeting Coordinator

Introductions and Welcome

Rob Haynes introduced and welcomed Sarah Kim, who was recently appointed to the Vancouver Civic Theatres Board for a one-year term. Following the introduction, members and staff introduced and provided their backgrounds. Ms. Kim then informed the Board of her work background and experience.

Election of Chair and Vice-Chair

Following due process conducted by the Meeting Coordinator and, by acclamation, Rob Haynes and Karole Sutherland were declared Chair and Vice-Chair, respectively, of the Vancouver Civic Theatres Board for the 2014 term.

Rob Haynes, newly-appointed Chair, then convened the meeting.

Leave of Absence Requests

MOVED by Karole Sutherland
SECONDED by Michael Noon

THAT Rob Haynes be granted leaves of absence for the Vancouver Civic Theatres Board meetings on February 13 and March 20, 2014.

CARRIED UNANIMOUSLY

Approval of Minutes

MOVED by Susan Adams
SECONDED by Wendy Soobis

THAT the Minutes of the meeting held on December 12, 2013, be approved after correcting the Leave of Absence motion to show *Iris* Woo, not *Ivy* Woo.

CARRIED UNANIMOUSLY

1. Chair's Comments

Rob Haynes, Chair, reported on the following:

- Mr. Haynes, representing the Board, has been invited to sit on the selection committee in the search for a new Director, and he has met with stakeholders in this capacity.
- The party, primarily for front-of-house and stage door staff, has been arranged and the Board has collected prize donations from local businesses.

2. Business Review - Stakeholder Meetings

Richard Newirth, Managing Director, Cultural Services, provided an update on the Business Review and related stakeholder meeting where he made a presentation, followed by Q & A. The presentation was well-received and the participants appreciated the clarity and warmth of the presenter.

3. Financial Review

Todd Ayotte, Interim Director, Vancouver Civic Theatres, provided a budget comparison between 2013 and 2014 for the various cost centres within the VCT budget. As requested by Board members and following staff review, Mr. Ayotte agreed to provide 2013 year-end actuals with more clarification.

4. Director's Report

Todd Ayotte, Interim Director, Vancouver Civic Theatres, thanked Board members for their contributions to the presentation regarding the Business Review. He also thanked the Board for their support of the staff party to be held this month.

Mr. Ayotte then reported on the Christmas Market held on the Plaza, and responded to questions.

Mr. Ayotte and Rob Haynes will be meeting with staff of the Georgia Straight newspaper about the sponsorship agreement.

Mr. Haynes invited Wendy Soobis to attend the meeting, taking place on January 20th, to provide marketing input.

5. Resident Companies Report

Karen Wilson provided the following comments regarding:

- the composer for the opera "Stick Boy" has been replaced;
- a machine hum was heard throughout a musical performance in the Playhouse;
- sound spill between concurrent events held in the Salons and the Playhouse;
- the Vancouver Opera's current status, noting the education component will be discontinued in schools.

Todd Ayotte and Richard Newirth responded to questions and addressed concerns.

* * * * *

"IN CAMERA" MEETING

MOVED by Rob Haynes
SECONDED by Karole Sutherland

THAT the Vancouver Civic Theatres Board will go into an In Camera meeting immediately, which is closed to the public, pursuant to Section 165.2(1) of the Vancouver Charter, to discuss matters related to paragraph:

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the city or another position appointed by the city.

CARRIED UNANIMOUSLY

* * * * *

Todd Ayotte, Interim Director, Vancouver Civic Theatres, left the meeting at 1:00 pm.

6. Director's Search - Update

Discussion regarding the status of the Director's search was considered at the In Camera meeting.

* * * * *

Mr. Ayotte returned to the meeting at 1:43 pm following the conclusion of Item 6.

* * * * *

7. Orpheum Annex Discussion

Todd Ayotte provided an update on the status of the Orpheum Annex which, he noted, is being actively used. Mr. Ayotte also addressed the visual awareness piece around the exterior of the Annex.

Discussion ensued regarding lighting, signage, name change and sponsorships, and Messrs. Ayotte and Newirth responded to questions in this regard.

8. New Business

Todd Ayotte sought the Board's advice regarding the following and, along with Richard Newirth, responded to questions:

- a query by a Licensee regarding the allocation of house seats for the Playhouse
- Ticket Sellers.

It was suggested a working group be established to discuss and submit the Board's recommendations to staff concerning these matters.

9. Adjournment

MOVED by Karole Sutherland
SECONDED by Wendy Soobis

THAT the Vancouver Civic Theatres Board meeting be adjourned.

CARRIED UNANIMOUSLY

Next Meeting

DATE: Thursday, February 13, 2014
TIME: 12:00 noon
PLACE: Queen Elizabeth Theatre Salon

The Board adjourned at 2:10 pm.

* * * * *