



VANCOUVER CIVIC THEATRES BOARD

MINUTES

MAY 23 , 2013

A meeting of the Vancouver Civic Theatres Board was held on Thursday, May 23, 2013, at 12:03 pm, in the Queen Elizabeth Theatre Salon.

PRESENT: Rob Haynes, Chair
Susan Adams
Wendy Soobis
Karole Sutherland, Vice-Chair
Karen Wilson
Iris Woo

ABSENT: Michael Noon (Leave of Absence)

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

CITY CLERK'S OFFICE: Nicole Ludwig, Meeting Coordinator

Leave of Absence Requests

None.

Approval of Minutes

MOVED by Karole Sutherland
SECONDED Susan Adams

THAT the Minutes of the Vancouver Civic Theatres Board meeting held on April 18, 2013, be approved with the following changes:

- Add the following under "New Business": The Board requested Michael Noon review issues around the Orpheum Annex.
- On page 3, under "Committee Updates" insert the acronym "IATSE" before the word "staffing" in the second bullet, so that the bullet will read: "sought clarification on IATSE staffing for carpentry work in the Annex".

CARRIED UNANIMOUSLY

1. Chair's Comments

Rob Haynes, Chair, commented on the following:

- The Board has been included as one of the interested parties in negotiations around the Art Gallery and thanked Councillor Ball for adding that to the recommendations;
- Had a meeting with Northwest Broadway, which is affiliated with the Fifth Avenue theatre in Seattle;
- He and Michael Noon attended "Leading Men" at the Orpheum Annex with John Paul Walden, Executive Director of the Evergreen Theatre and Cultural Centre in Coquitlam.

2. Director's Report

Todd Ayotte, Interim Director, Civic Theatres reported on the following:

- Has been meeting with Capilano University to develop a have a work experience program for students of the Arts Management Program to shadow Civic Theatres staff as part of the curriculum. The program is expected to start in the fall of 2013;
- A four-year agreement has been ratified by IATSE and the City;
- The VCT Emergency Response Plan was brought forward as information to the Board. Copies are available for Board members to review upon request;
- He will be attending the International Association of Venue Managers Conference at the end of July. He is serving on the Program Planning Committee and will be presenting on Green Initiatives for Theatres;
- Public Automatic External Defibrillators (AEDs) will be installed in the Queen Elizabeth Theatre and the Orpheum, and
- Provided an update on Orpheum Annex Signage upgrades, as previously discussed at the Board;

Along with Alicia Maluta, and Wendy Soobis, Mr. Ayotte updated the Board on:

- Marketing and outreach for Civic Theatres;
- Common challenges associated with outreach experienced by promoters and corporate users;
- Website updates;
- Standardized information packages will be developed to get information quickly to people interested in using theatre facilities.

Ms. Maluta circulated a copy of the new advertisements and photos created for the Civic Theatres (*on file*).

Board members noted it may be worthwhile to promote the theatres to the film industry, educational and other professional organizations and award shows. The Chair suggested creating a list of award shows to see what can be accommodated by Civic Theatres.

3. Orpheum Annex Discussion and Report

The Chair reviewed the report prepared by Michael Noon.

In discussion, members noted naming the Orpheum Annex is a good opportunity to involve all that rent the facility and other arts groups. By doing so, this will further extending awareness of Civic Theatres and their amenities.

4. Centre for the Performing Arts Discussion

Todd Ayotte, Interim Director, Vancouver Civic Theatres, and Richard Newirth, Managing Director, Cultural Services, provided an update on the sale of the Centre for the Performing Arts. They noted staff are working to accommodate where possible, and otherwise provide information regarding alternative venues.

Councillor Ball, Council Liaison, noted she has submitted a motion regarding the Centre for the Performing Arts for the Regular Council meeting on Tuesday, May 28, 2013.

Note from Meeting Coordinator: the motion is available online at <http://former.vancouver.ca/ctyclerk/cclerk/20130528/documents/motionb3.pdf>

In discussion, it was noted the Board may be able to assist with issues around this matter. The Chair agreed to contact the General Manager of Community Services to ascertain if assistance is required and what form it should take.

5. Committee Updates

Resident Companies/Community Relations

Karen Wilson provided an update, noting the opera conference, Opera America, thanked the Vancouver Civic Theatres for the use of the Playhouse. She also distributed seasonal information for Dance House, Friends of Chamber Music, the Vancouver Opera, the Vancouver Recital Society, the Vancouver Chamber Choir, the Vancouver Symphony Orchestra and Ballet BC to members (*on file*).

Marketing

Dealt with as part of the Director's Report.

6. Financial Update

Karole Sutherland and Todd Ayotte, Interim Director, Vancouver Civic Theatres, provided an update on the financials, noting the second quarter appears to be on target as forecasted; full second quarter results will be reported at the July meeting. Mr. Ayotte also noted that Vancouver Civic Theatres are picking up shows for the third and fourth quarters of the year.

7. Strategic Plan Update

Karole Sutherland noted the City Manager has reviewed progress of the Strategic Plan. Staff are working on refining the draft plan, for review with the Steering Committee. Richard Newirth, Managing Director, Cultural Services, explained the date for presenting the Plan to Council will be determined later in spring.

8. New Business

None.

9. Adjournment

MOVED by Karen Wilson
SECONDED by Karole Sutherland

THAT the Vancouver Civic Theatres Board meeting be adjourned.

CARRIED UNANIMOUSLY

The Board adjourned at 1:28 pm.

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Next Meeting

DATE: Thursday, June 20, 2013
TIME: 12:00 noon
PLACE: Queen Elizabeth Theatre Salon