



**VANCOUVER CIVIC THEATRES BOARD**

**MINUTES**

**June 20, 2013**

A meeting of the Vancouver Civic Theatres Board was held on Thursday, June 20, 2013, at 12:04 pm, in the Main Lobby, Playhouse Theatre.

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

**ABSENT:** Michael Noon (Leave of Absence)

**ALSO PRESENT:** Todd Ayotte, Interim Director, Vancouver Civic Theatres

**CITY CLERK'S OFFICE:** Nicole Ludwig, Meeting Coordinator

**Leave of Absence Requests**

MOVED by Susan Adams  
SECONDED by Karole Sutherland

THAT Wendy Soobis be granted a leave of absence for the July 18, 2013, meeting.

CARRIED UNANIMOUSLY

**Approval of Minutes**

MOVED by Iris Woo  
SECONDED by Karen Wilson

THAT the minutes of the May 23, 2013, meeting be approved.

CARRIED UNANIMOUSLY

## 1. Chair's Comments

The Chair provided updates on the following:

- Strategic plan, noting that the Board is very pleased with the recent progress, it is still within the Board's mandate to ask questions in order to advise Council while the Board waits for the final version.
- Thanked the Interim Director, Civic Theatres, for his letter on customer care, and
- Noted he had attended Les Misérables and was impressed with the level of customer service provided.

## 2. Director's Report

The Interim Director, Civic Theatres, provided updates on the following matters:

- Strategic plan;
- Orpheum Annex signage;
- The status of The Centre for the Performing Arts;
- Statistics on Les Misérables performances 2013-2014 rental rates and ticket surcharge increases were approved by Council;

In response to questions, the Interim Director agreed to provide more clarity to Board members on rental rates.

## 3. Financial Report

Karole Sutherland provided an update on the financial report noting that the second quarter is coming to a close and a full financial report will be provided to Board members in July.

## 4. Orpheum Annex Report

The Chair reported on the meeting with the Vancouver Symphony Orchestra (VSO), noting the following:

- VSO is supportive of a looser connection between the Annex and the Orpheum itself;
- VSO suggested the location be included in the name.
- A quicker name change will not impact the VSO much; if the name change occurs before the end of July the new name would be reflected in the reprinting of VSO marketing materials.

In discussion, it was noted that the renaming of the Orpheum Annex should continue to be done in consultation with users of the facility and possibly the general public. The Chair agreed to discuss the matter with the City's Director of Communications.

## 5. Committee Updates

- Resident Companies/Community Relations: Karen Wilson noted reported on the following:

- It is the Vancouver Symphony Orchestra's (VSO) 95<sup>th</sup> season and they are starting to think about their 100<sup>th</sup> season, and
- The President of the Vancouver Bach Choir would be attending as a guest at the July 18, 2013, meeting.

In discussion, it was agreed that the Chamber Choir should be invited to a meeting in the fall.

- Marketing: Wendy Soobis noted the website has been updated and signage throughout the theatres is being redeveloped.

In discussion, it was noted new designs should be more contemporary. In response to questions, the Interim Director agreed to provide information on sponsorships for the theatres.

## **6. Strategic Plan Update**

Karole Sutherland explained that the plan will be going to Council in the fall and in the lead-up, a series of stakeholder meetings will be held throughout July. She also noted there will be a separate meeting for Board members to receive the strategic plan and agreed to coordinate that meeting.

## **7. Metrics**

Karole Sutherland noted they are getting much closer to having usable metrics and the Interim Director is working with an outside consultant to mine existing data. Ms. Sutherland agreed to supply metrics to the Board via e-mail.

The Interim Director, Vancouver Civic Theatres, provided sample metrics on the use of the Playhouse.

## **8. New Business**

None.

## **9. Adjournment**

MOVED by Karole Sutherland  
SECONDED by Wendy Soobis

THAT the meeting be adjourned.

CARRIED UNANIMOUSLY

## **Next Meeting:**

DATE: Thursday, July 18, 2013  
TIME: 12:00 noon  
PLACE: Queen Elizabeth Theatre Salon

The Committee adjourned at 1:29 pm

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