



VANCOUVER CIVIC THEATRES BOARD

MINUTES

OCTOBER 20, 2016

A meeting of the Vancouver Civic Theatres Board was held on Thursday, October 20, 2016, at 12:15 pm, in the Director's Office, 649 Cambie Street.

PRESENT: Rob Haynes, Chair
Christopher Ball
Sabrina Cordeiro
Wendy Soobis

ABSENT: Susan Adams, Deputy Chair (Leave of Absence)
James Brown (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 of Sales, Vancouver
Civic Theatres

CITY CLERK'S OFFICE: Tina Hildebrandt, Meeting Coordinator

Leave of Absence Requests

MOVED by Christopher Ball
SECONDED by Wendy Soobis

THAT the Vancouver Civic Theatres Board approve a leave of absence for Sabrina Cordeiro for the meeting on November 24, 2016.

CARRIED UNANIMOUSLY

Approval of Minutes - September 22, 2016

MOVED by Christopher Ball
SECONDED by Wendy Soobis

THAT the Vancouver Civic Theatres Board approve the minutes from the meeting held September 22, 2016, as amended on page 3, Item 6 - Director's Report, to address inaccuracies in the discussion.

CARRIED UNANIMOUSLY

1. Introductions and Chair's Comments

The Chair, commented on the following

- deadline for submitting applications is October 28, 2016, at 5 pm;
- 2017 Meeting Schedule (*distributed; for decision at the next meeting*); and
- addition of an agenda item (*see New Business*).

The Board discussed the change in meeting venue and agreed the Queen Elizabeth Salon is preferred as it is more accessible to the public.

2. Senior Manager of Sales Presentation

Krista Edwardson, Senior Manager of Sales for Vancouver Civic Theatres, provided an overview on her new role and responded to questions.

3. Website Update

Ms. Edwardson provided a brief update on the new website and, in response to requests from Board members, will arrange for a review.

4. Arts and Culture Policy Council Report

Wendy Soobis, VCTB's representative on the Arts and Culture Policy Council (ACPC), provided an update on ACPC initiatives as follows:

- ACPC is focusing efforts on advocating for Culture as Vancouver's Fourth Pillar of Sustainability including:
 - research on other cities that have adopted the policy; and
 - programs to assist in implementation;
- Cultural Services representative reported about upcoming reports to be presented to Council, including VCT's request for funding for underutilized spaces program and approval of 2017/2018 rental rates; and
- Public Art Committee representative reported on development of policy for public art memorials.

5. Parking Presentation

Guy Leroux, Associate Director, Vancouver Civic Theatres, reviewed a Parking Analysis from 2013 to 2016, and responded to questions.

In discussion, the Board expressed support for the reduction in expenses.

6. Performing Arts Centre Executive Forum - written report

The Board reviewed a report from the Director, Vancouver Civic Theatres, on the Performing Arts Centre Executive Forum held September 26 - 28, 2016 (*distributed - on file*).

7. Finance Update

Mr. Leroux reviewed the Financial Report for September 2016 (*distributed - on file*), and responded to questions.

8. Director's Report - written report

The Board reviewed the monthly report from the Director, Vancouver Civic Theatres (*distributed - on file*).

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At this point in the proceedings, Sandra Gajic, Director, Vancouver Civic Theatres, joined the meeting.

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9. New Business

a) Equipment Consultation Process

Christopher Ball provided a report back further to a meeting with Sandra Gajic, Director, Vancouver Civic Theatres, regarding the video and sound systems at the Queen Elizabeth and Orpheum Theatres, and recommended various options for both video and sound equipment replacements and upgrades. Staff is looking into options as part of the future capital investment plan.

There was a brief discussion on cost-sharing for a new projection/video and sound system at the Orpheum. In response, Ms. Gajic clarified there would be no cost sharing of the new equipment.

ADJOURNMENT

MOVED by Christopher Ball
SECONDED by Sabrina Cordeiro

THAT this meeting be adjourned.

CARRIED UNANIMOUSLY

Next Meeting:

DATE: Thursday, November 24, 2016
TIME: 12 Noon
PLACE: Queen Elizabeth Theatre Salon
630 Hamilton Street

The Board adjourned at 1:45 pm.

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