



VANCOUVER CIVIC THEATRES BOARD

MINUTES

DECEMBER 8, 2016

A meeting of the Vancouver Civic Theatres Board was held on Thursday, December 8, 2016, at 12:45 pm, in the Queen Elizabeth Theatre Salon, 630 Hamilton Street, Vancouver.

- PRESENT:** Rob Haynes, Chair
Susan Adams, Deputy Chair
Christopher Ball
Wendy Soobis
- ABSENT:** Sabrina Cordeiro
James Brown
Councillor Elizabeth Ball, Council Liaison
- ALSO PRESENT:** Sandra Gajic, Director, Vancouver Civic Theatres
Guy Leroux, Associate Director, Vancouver Civic Theatres
- CITY CLERK'S OFFICE:** Tania Cecic, Office Coordinator, Vancouver Civic Theatres

Leave of Absence Requests

There were no requests for leave of absence.

Approval of Minutes - October 20, 2016

MOVED by Christopher Ball
SECONDED by Wendy Soobis

THAT the Vancouver Civic Theatres Board approve the minutes from the meeting held October 20, 2016, as circulated.

CARRIED UNANIMOUSLY

1. Introductions and Chair's Comment

The Chair, commented on the following:

- a) This is the last meeting this year for this board and technically the last meeting of the 2015/2016 term. Nomination committee meeting to meet on December 12th.
- b) He expressed his appreciation and thanks to each individual Board of Directors for their efforts this year and for their commitment to the Civic Theatres.

- c) The Chair expressed that although HR issues are not part of the mandate of the Board, he and other Board members were concerned that talent, knowledge and operational history is lost due to resignations of long standing staff. A brief discussion followed.

2. 2017 Meeting Schedule

MOVED by Christopher Ball
SECONDED by Wendy Soobis

THAT the Vancouver Civic Theatres Board approve the 2017 Meeting Schedule as follows:

January 26
February 23
March 23
April 27
May 18
June 22
July - NO MEETING
August - NO MEETING
September 21
October 26
November 23
December - NO MEETING

CARRIED UNANIMOUSLY

3. Presentation: Senior Manager of Theatre Operations

Chris Woodburn, Senior Manager, Theatre Operations - presentation postponed to the January meeting due to the late start time of this meeting.

4. Arts and Culture Policy Council Report

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

- ACPC is committed to affecting change in Vancouver's arts and culture and has developed a motion proposing that culture be considered as the City's fourth pillar of sustainability. This will be presented at the next Vancouver City Council meeting on December 13, 2016.

ACPC will recommend to Vancouver City Council that an increase be awarded to the Operating Grants Program under the Cultural Services Department within the 2017 Budget at the December 13th council meeting.

5. Finance Update

Guy Leroux, Associate Director, Vancouver Civic Theatres, commented that October financials are on target for year to date with net profit of \$750,000 with \$960,000 to capital reserves. November financials not complete yet but expectation of \$1,000,000 to capital reserves plus a little more to bottom line for November year to date.

Mr. Leroux identified some budget items that were incorrectly allocated to the VCT cost centres and is working to have them reversed and responded to questions.

6. Directors Report

Sandra Gajic, Director - Civic Theatres referred to her report, highlighting managements work plan for 2017/2018 and ongoing team development and job fair in January. Ms. Gajic responded to questions and addressed concerns.

Christopher Ball commented to Sandra Gajic about poor sound quality at recent shows at the Queen Elizabeth Theatre. Ms. Gajic responded that staff in process of ordering new sound board to replace aging one at the QET but that clients control what equipment is added to QET stock and the technical crew is managed by the clients.

7. New Business

Rob Haynes and Sue Adams recommended a brief overview of VCTB governance at the January 2017 meeting.

ADJOURNMENT

MOVED by Sue Adams
SECONDED by Wendy Soobis

THAT the meeting be adjourned.

CARRIED UNANIMOUSLY

Next Meeting:

DATE: Thursday, January 26, 2017
TIME: 12 Noon
PLACE: Queen Elizabeth Theatre Salon
630 Hamilton Street, Vancouver

The Board adjourned at 1:10 pm.

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