



VANCOUVER CIVIC THEATRES BOARD

MINUTES

March 23, 2017

A meeting of the Vancouver Civic Theatres Board was held on Thursday, March 23, 2017, at 12:01 pm, in the Queen Elizabeth Theatre Salon, 630 Hamilton Street, Vancouver, BC.

PRESENT: Susan Adams
Rob Haynes
Patricia McSherry
Lynn Ross
Wendy Soobis

ABSENT: Christopher Ball
Hugh Cochlin (Leave of Absence)

ALSO PRESENT: Councillor Elizabeth Ball, Council Liaison
Sandra Gajic, Director, Vancouver Civic Theatre - Staff Liaison

CITY CLERK'S OFFICE: Tina Hildebrandt, Meeting Coordinator
Denise Swanston, Committee Clerk

Welcome and Roundtable Introductions

The Vancouver Civic Theatres Board (VCTB) began the meeting with a roundtable introduction.

Election of Chair and Vice-Chair

MOVED by Lynn Ross
SECONDED by Susan Adams

THAT the Vancouver Civic Theatres Board re-elect Rob Haynes as Chair to commence immediately and end December 3, 2017.

CARRIED UNANIMOUSLY

MOVED by Wendy Soobis
SECONDED by Lynn Ross

THAT the Vancouver Civic Theatres Board re-elect Susan Adams as Vice-Chair to commence immediately and end December 3, 2017.

CARRIED UNANIMOUSLY

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At this point in the proceedings, Rob Haynes assumed the Chair.

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Leave of Absence Requests

MOVED by Susan Adams
SECONDED by Wendy Soobis

THAT the Vancouver Civic Theatres Board approve a leave of absence for Hugh Cochlin for today's meeting.

CARRIED UNANIMOUSLY

MOVED by Wendy Soobis
SECONDED by Lynn Ross

THAT the Vancouver Civic Theatres Board approve leaves of absence for Patricia McSherry and Susan Adams for the April 27, 2017, meeting.

CARRIED UNANIMOUSLY

Approval of Minutes

MOVED by Susan Adams
SECONDED by Wendy Soobis

THAT the Vancouver Civic Theatres Board approve the Minutes of the meeting held on January 26, 2017, as circulated.

CARRIED UNANIMOUSLY

1. Chairs Comments and review of Boards responsibilities

The Chair commented on the following:

- The need to increase diversity on the VCTB;
- The role of VCTB members and the Staff Liaison;
- Overview of housekeeping; and
- Potential goals for the VCTB to consider including:
 - Annual work plan; the Vice-Chair will coordinate a work plan sub-committee;
 - Preparation of annual report;
 - Surplus and profits: At present profits go into general revenue. It is hoped that profits could be retained by VCT to support and encourage more not-for-profits and small presenters;
 - Invite more guest speakers; and

- Reminder to send 8x10 .jpg to cheryl.rowley@vancouver.ca for board member photos. Name badges for new members are on the way (to be worn at theatre and events).

2. Review of Governance

The Vice-Chair provided an overview on governance.

The Chair reminded members that all VCTB meetings are open to the public.

3. Follow up to Boards motion re: IT and VCT Website

Sandra Gajic, Director, Vancouver Civic Theatres, provided an overview on the VCT website and POS. She noted that due to internal changes, no new projects are underway in IT, but staff are aware of the web issue. A temporary site has been developed for the VCTB to provide input. As per the VCTB motion at the January board meeting, a presentation by COV IT and Digital Services Department will take place at the April 27th meeting; the GM of Community Services will also present.

Councillor Ball noted that the City Manager is aware of these issues.

4. Arts and Culture Policy Council

a) Election of VCTB Representative for Arts and Culture Policy Council

MOVED by Susan Adams
SECONDED by Lynn Ross

THAT the Vancouver Civic Theatres Board re-elect Wendy Soobis as the VCTB representative to the Arts and Culture Policy Council.

CARRIED UNANIMOUSLY

b) Report

Ms. Soobis provided a brief overview on the role of VCTB representative to the Arts and Culture Policy Council and requested members forward any related topics or issues to her.

5. AMS Planning & Research Discussion

Ms. Gajic provided a background on AMS Planning and Research, noting the AMS has expressed interest in meeting with the VCTB.

6 Financial Report

Ms. Gajic reviewed the Financial Report and responded to questions.

7. Directors Report

Ms. Gajic reviewed her report, noting a position for a Senior Manager of Operations has been posted externally.

8. New Business

None.

ADJOURNMENT

MOVED by Lynn Ross

SECONDED by Wendy Soobis

THAT this meeting be adjourned.

CARRIED UNANIMOUSLY

Next Meeting:

DATE: Thursday, April 27, 2017
TIME: Noon
PLACE: Queen Elizabeth Theatre Salon
630 Hamilton Street, Vancouver BC

The Board adjourned at 1:35 pm.

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