



VANCOUVER CIVIC THEATRES BOARD

MINUTES

MARCH 15, 2018

A meeting of the Vancouver Civic Theatres Board was held on Thursday, March 15, 2018, at 12 Noon, in Room No. 113, Town Hall, Main Floor, Vancouver City Hall.

PRESENT: Rob Haynes, Chair
Susan Adams, Vice Chair
Christopher Ball
Donna Wong-Juliani

ABSENT: Hugh Cochlin (Leave of Absence)
Patricia McSherry (Leave of Absence)
Wendy Soobis (Leave of Absence)

ALSO PRESENT: Councillor Elizabeth Ball, Council Liaison
Sandra Gajic, Director, Vancouver Civic Theatres (Staff Liaison)
Guy Leroux, Associate Director, Vancouver Civic Theatres
Krista Edwardson, Senior Manager, Sales, Vancouver Civic Theatres
Efrat Gal-Or, Senior Manager, Theatre Operations, Vancouver Civic Theatres

CITY CLERK'S OFFICE: Tina Hildebrandt, Meeting Coordinator

Leave of Absence Requests

MOVED by Susan Adams
SECONDED by Christopher Ball

THAT the Vancouver Civic Theatres Board approve leaves of absence for Hugh Cochlin, Patricia McSherry and Wendy Soobis for this meeting.

CARRIED UNANIMOUSLY

Councillor Ball advised that, due to health reasons, Patricia McSherry will no longer be attending Board meetings.

MOVED by Donna Wong-Juliani
SECONDED by Christopher Ball

THAT the Vancouver Civic Theatres Board approve leaves of absence for Rob Haynes for the April 26, 2018, meeting.

CARRIED UNANIMOUSLY

Approval of Minutes – February 22, 2018

MOVED by Christopher Ball
SECONDED by Donna Wong-Juliani

THAT the Vancouver Civic Theatres Board approve the Minutes from the meeting held February 22, 2018, as circulated.

CARRIED UNANIMOUSLY

1. Chair's Comments

The Chair provided an update on a recent challenge related to the VCT booking policy and, along with Ms. Gajic, responded to questions.

2. ACPC Report

The Chair referred the Board to the ACPC Report submitted by Wendy Soobis and, along with Ms. Gajic, responded to questions.

3. VCTB Membership Motion – Follow-up

Councillor Ball confirmed that the Board's Membership Motion passed unanimously at Tuesday's Council meeting and that she expects the two additional positions to be filled in the next few months.

Sue Adams will forward the Board Members Matrix to Councillor Ball to review in preparation for the upcoming Nomination Committee, and to Donna Wong-Juliani for her information.

4. VCT Booking Policy - Discussion

The Chair, along with Ms. Gajic and Ms. Edwardson, provided an overview on a draft VCT Booking Reference Guide, sought the Board's input, and responded to questions.

In discussion, the Board noted items in the Booking Reference Guide that required clarification or deletion and asked staff to revisit the document and prepare a new draft incorporating suggestions for the Board to review.

MOVED by Donna Wong-Juliani
SECONDED by Christopher Ball

THAT the Vancouver Civic Theatres Board acknowledges the extensive national and international research on industry standards that Vancouver Civic Theatres staff provided at its meeting on March 15, 2018, regarding the Draft Booking Reference Guide and recommends that staff revise the document to incorporate points raised by the Board at this meeting.

CARRIED UNANIMOUSLY

5. Finance Report

Mr. Leroux reviewed the Financial statements and, along with Ms. Gajic and Ms. Edwardson, responded to questions.

6. Director's Report

Ms. Gajic reviewed the report.

7. New Business

None.

ADJOURNMENT

MOVED by Christopher Ball
SECONDED by Susan Adams

THAT this meeting be adjourned.

CARRIED UNANIMOUSLY

Next Meeting:

DATE: Thursday, April 26, 2018
TIME: 12 Noon
PLACE: Queen Elizabeth Theatre Salon
630 Hamilton Street, Vancouver, BC

The Board adjourned at 1:30 pm.

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