



**VANCOUVER CIVIC THEATRES BOARD**

**MINUTES**

**NOVEMBER 14, 2013**

A meeting of the Vancouver Civic Theatres Board was held on Thursday, November 14, 2013, at 12:05 pm, in the Queen Elizabeth Theatre Salon.

**PRESENT:** Rob Haynes, Chair  
Susan Adams  
Michael Noon  
Wendy Soobis  
Karole Sutherland\*  
Karen Wilson  
Iris Woo

**ALSO PRESENT:** Councillor Elizabeth Ball  
Todd Ayotte, Interim Director, Vancouver Civic Theatres  
Richard Newirth, Managing Director, Cultural Services

**CITY CLERK'S OFFICE:** Charlene Imai, Meeting Coordinator

\*Denotes absence for a portion of the meeting.

**Leave of Absence Requests**

None.

**Approval of Minutes**

MOVED by Michael Noon  
SECONDED by Karen Wilson

THAT the Minutes of the meeting held on October 17, 2013, be approved as circulated.

CARRIED UNANIMOUSLY  
(Karole Sutherland absent for the vote)

*Karole Sutherland arrived at the beginning of Item 1, at 12:10 pm.*

### **1. Chair's Comments**

Rob Haynes, Chair, provided the following comments:

- Christmas Market is currently setting up on the Plaza for their event which runs November 22 to December 24, from 11 am to 9 pm; however, on December 24, the hours are 11 am to 6 pm.
- Board members provided feedback on the working sessions regarding the Business Review. Mr. Haynes noted the City Manager, Penny Ballem, will be present at the next Board meeting to provide an update, with a pre-meeting with Dr. Ballem, Mr. Haynes, Ms. Sutherland and staff.
- During the running of the Wizard of Oz series, rainbow lighting was displayed on the fly tower around the theatre, which was well received. It was suggested the rainbow could be displayed during Pride Week in the summer.

*At the Director's request and agreed to by the Board, Item 3 was considered before Item 2.*

### **3. Director's Report**

Todd Ayotte, Interim Director, Civic Theatres, reported as follows:

- Wizard of Oz series closed on Sunday, November 10<sup>th</sup> following a one-week run; attendance and audience response was positive.
- Street view photographs of the Orpheum will be added to Google maps and the City's website early in the new year. The intention is to add photographs of the other VCT venues in the new year.
- As mentioned earlier by Mr. Haynes, the Christmas Market will be taking place on the Plaza again this year.

Board members asked Mr. Ayotte about recent rentals of the restaurant.

## 2. Financial Update

Todd Ayotte, Interim Director, reviewed the draft Q3 actuals and projection for Q4. Upon completion, Mr. Ayotte advised he will email the final version to Board members.

Board members questioned the Director about:

- Statistics on the various types of shows held in the civic theatres, like the Wizard of Oz series, one-night shows, etc.;
- Ticket surcharge revenue;
- Dark nights;
- Promoting the theatres, including the Orpheum Annex, where bookings have increased. Councillor Ball noted there is a market for venues like the Annex, and that organizations such as the Canadian Opera Company Chorus, want to know about the venue;

and Mr. Ayotte responded accordingly.

## 4. Resident Companies Report

Karen Wilson provided feedback on four shows she attended:

- Silk Road in the Playhouse;
- Tosca (Vancouver Opera) in the QET - a gelato stand was set up in the lobby and was well received. Vancouver Opera has announced they will be presenting an opera called "Stick Boy" in the Playhouse as part of next season;
- Friends of Chamber Music in the Playhouse;
- Wizard of Oz in the QET (attended the last performance on Sunday, November 10<sup>th</sup>) - observed there was no concession activity and suggested more creativity in concession products to accommodate audiences of all ages. This idea was echoed by Board members and ice cream was one of the suggestions. Mr. Ayotte advised he will consult with Diane MacDonald, Audience Services Manager.

## 5. Business Review meeting follow-up discussion

Richard Newirth, Managing Director, Cultural Services, advised there is a general appreciation for the Business Review work done by Board members at their working sessions.

Board members noted the working sessions were intense but a helpful exercise, and Mr. Haynes thanked Councillor Ball for her continued effort and support.

## 6. Roundtable discussion

During the roundtable discussion, all meeting attendees discussed the following:

- Provincial liquor laws in relation to VCT licences;
- Concession/bar revenues and operations;
- Observance of holiday season for staff - a thank-you to staff;
- Contributions by Board members/sponsors/friends towards something in the theatre(s) that is needed - e.g., equipment;
- Staff will follow up on technical upgrades in the theatres;
- Capital Plan, including projects completed such as bar upgrade, repaving of parking garage; and proposed projects - e.g., upgrade Cambie entrance to make it safer, signage and lighting at Orpheum Annex entrance;
- Give resident companies the option to present to the Board, as well as staff holding regular meetings with stakeholders;
- A request was made to place "Orpheum Annex" on the agenda for every meeting;
- Problems encountered when completing the on-line Civic Agencies application form.

## 7. New Business

None.

## 8. Adjournment

MOVED by Susan Adams  
SECONDED by Wendy Soobis

THAT the Vancouver Civic Theatres Board meeting be adjourned.

CARRIED UNANIMOUSLY

## Next Meeting

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

The Board adjourned at 1:20 pm.

\* \* \* \* \*