



## VANCOUVER CIVIC THEATRES BOARD

### MINUTES

FEBRUARY 23, 2012

A meeting of the Vancouver Civic Theatres Board was held on Thursday, February 23, 2012, at 12:10 pm, in the Queen Elizabeth Theatre Salon.

**PRESENT:** Rob Haynes, Chair  
Barbara McLean  
Michael Noon  
Karole Sutherland  
Karen Wilson  
Iris Woo

**ABSENT:** Harbir Batra

**ALSO PRESENT:** Councillor Elizabeth Ball  
Rae Ackerman, Director, Civic Theatres  
Todd Ayotte, Deputy Director, Civic Theatres  
Richard Newirth, Managing Director, Cultural Services

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

#### Approval of Minutes

MOVED by Michael Noon  
SECONDED by Karole Sutherland

THAT the Minutes of the meeting held on January 26, 2012, be approved.

CARRIED UNANIMOUSLY

#### 1. Financial Report

Karole Sutherland, as a Board member, gave her perspective of the budget process, including the City's budget and the Civic Theatres accounting process.

Mr. Ackerman circulated for information the Statement of Revenues and Expenditures for the Civic Theatres for the period ending December 31, 2011.

Following a lengthy discussion, Mr. Ackerman responded to questions.

## 2. Licensee Relations

Karen Wilson reported no problems have arisen.

Ms. Wilson commented on the following:

- Compliments are still being received regarding the excellent work of Peter Kendall, Civic Theatres Booking Coordinator;
- Malkin Bowl space has been remodeled to become a year-round facility;
- Guests have been scheduled to present at the March and April Board meetings.

Mr. Ackerman also suggested that if Licensees have outstanding issues, they send their concerns to him and he would meet with them to discuss.

## 3. Vancouver Civic Theatres Board Feedback on Facilities

Iris Woo submitted comments on maintenance issues in the Queen Elizabeth Theatre and Vancouver Playhouse, as well as noise coming from the lighting control booth in the Playhouse.

Rae Ackerman addressed the concerns and noted any outstanding issues.

## 4. Communications and Marketing

Rob Haynes advised Board members the City will not be renewing the contract of the Civic Theatres Communications and Marketing contractor.

In that regard, Rae Ackerman advised the City is developing a central corporate communications system, and that he has upcoming discussions with Mairi Welman, the City's Director of Corporate Communications, to talk about any required transitioning from Civic Theatres over to the City's central system.

## 5. Strategic Plan Update

In providing an update on the Strategic Plan process, Todd Ayotte advised a consulting team has been selected and the contract signed. Mr. Ayotte then laid out the timeline for the next steps in the process, including meetings with the consultant, the Steering Committee, and the final report, including recommendations, to Vancouver City Council.

Ms. Sutherland, Board representative for the Strategic Plan, requested that any material be provided in advance of the Steering Committee meetings, in order to allow her time to review, and Mr. Ayotte duly noted.

## 6. Orpheum 85<sup>th</sup> Anniversary

Rob Haynes advised he would like to look into doing something to celebrate the Orpheum's 85<sup>th</sup> Anniversary (November 7, 1927), and the Board so agreed. Mr. Haynes suggested approaching Heritage Canada for funding, and he also sought Board members who may want to sit on a sub-committee to organize this event.

Councillor Ball informed the Board of her past and present dealings with Heritage Canada, and Mr. Haynes agreed to meet with her to discuss.

Mr. Haynes then advised he has been in contact with the Downtown Vancouver Business Improvement Association and was given ideas on how to submit an application for a DVBLA Appreciation Award. This award recognizes organizations or individuals for their contributions to the Downtown.

Barbara McLean suggested the Board also contact the Vancouver Historical Society.

## 7. New Business

- a) Karole Sutherland enquired about appointments to the Vancouver Civic Theatres Board, and was advised appointments to the Board for the 2012-2013 term would be considered by Council at the end of February 2012, possibly February 28, 2012.
- b) Rob Haynes, on behalf of the Board, thanked Barbara McLean and presented her with a framed certificate acknowledging her eight years of service, from 2004-2011, on the Vancouver Civic Theatres Board. Ms. McLean then responded.
- c) Councillor Ball spoke to the Arts and Culture report which is scheduled for the Council meeting on February 28, 2012. Mr. Haynes distributed copies of the report to Board members.

Following discussion, Councillor Ball, along with Messrs. Ackerman and Newirth, responded to questions.

MOVED by Barbara McLean  
SECONDED by Karen Wilson

THAT the Vancouver Civic Theatres Board meeting be adjourned.

CARRIED UNANIMOUSLY

**Next Meeting**

DATE: Thursday, March 22, 2012  
TIME: 12:00 noon  
PLACE: Queen Elizabeth Theatre Salon

The Board adjourned at 1:23 pm.

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