



Minutes for WLSTS Board of Directors' Monthly Meeting held in person at WLSTS

August 19th, 2025

A. Roll Call & Establishment of Quorum

- a. Called to Order: 5:32pm
- b. Present: Mimi Searls, Becky Stickland, Troe Weston, Jeff Rankin, Stacey Poirier, Taryen Owen
- c. Regrets: Marina Campsall
- d. Thank you to all attendees: Aidan Duggan, Kallie Schick, Jesse Madden, Christa Obergfell

B. Review of Agenda

- a. Motion to Approve the Agenda for the August 19th, 2025 Board Meeting
 - i. Motion: Stacey
 - ii. Second: Mimi
 - iii. Discussion:

iv. Amendment:

v. Carried: Unanimous

C. Motion to approve the Minutes for July 15th, 2025

i. Motion:Mimi

ii. Second: Becky

iii. Discussion:

iv. Amendment:

v. Carried: Unanimous

D. President's Report

- a. It's the second to last meeting before the AGM. Just a reminder, to think ahead if you would like to run again for a Board position at the AGM. Really a great job on all the summer workshops. So stoked for the Improv Showcase happening on Thursday August 21st. Can not wait to hear how it goes.

E. Treasurer's Report and Financial Committee Updates

- a. Misery numbers will be August reports. The budget is being amended to include Merch, and will be submitted to the Board for approval online.

F. Season Producer's Report

- a. Kate:
- b. Stacey:
- c. Jesse: 74 letters are out and 14 sponsors confirmed. A few new sponsors as well.

G. Online Business

- a. BGC sent an email for the Haunted House they are hosting for Halloween. They are looking for volunteers for make-up and scare actors. Message to be sent out to membership.

- b. July 17th - Post made to celebrate Brad Lawryk winning best website design at Mainstage BC
- c. July 17th - Becky will take on the TRU WL Student Orientation BBQ being held on September 2nd.
- d. July 21st - Mimi volunteered to help Becky with BGC table on August 27th
- e. July 24th - Fee for service is up for renewal. Stacey will be reapplying and asking for an increase in funding to reflect the increase in royalties and general supplies.
- f. July 28th - Website missing information, Mimi to send email to Brad.
- g. July 28th - Motion to provide an in-kind half page ad for the season to Kallista Chick Designs for the work she does for us.
 - i. Motion:Stacey
 - ii. Second: Troë
 - iii. Discussion: Marina - Great idea. Least we can do really. She goes above and beyond so often.
 - iv. Amendment:
 - v. Carried: 6 - Yes 1 - No
- h. July 28th - Motion to provide The Open Book with Season Sponsorship in kind for the immense amount of work they do for us.
 - i. Motion:Stacey
 - ii. Second: Marina
 - iii. Discussion: Becky-Great idea about the sponsorship
 - Jeff- in regards to in kind sponsorship
 - After thinking about this, I have decided that I have a problem with "in-kind". I'm not saying that anyone getting it doesn't deserve it, but we are a volunteer

organization, and that implies all services performed on our behalf are donated services. Since going to all colour programs, our programs no longer make any money. Giving away ad space does not help this issue. Considering what is best for our society, I will vote no for Schickworks, and though I can't vote on the Open Book matter because of possible conflict of interest, my vote would be the same.

Stacey provided financial comparisons of programs and ad revenue as well as articles providing the benefits/cautions of in-kind donations.

Ad revenue just for ads by themselves was \$5805.00

Total cost of programs for this year was \$5111.84

For an income of \$693.16 for just ads sold by themselves. If needed, Stacey can factor in the Production and Season Sponsors to know the exact income.

Becky-Thanks for the articles and info Stacey. It is all very informative.

Personally I see in-kind donations as a way for our community to see we support and appreciate those who give to us so generously. I feel it is a reciprocal support system that benefits both sides and continues a community focus in our non-profit society.

Jeff - I agree there are positive benefits to in-kind donations, I believe there can be negative outcomes in the future. Our group used to do in-kind donations and then stopped. When they stopped, they made it a policy to not do in-kind at all for the foreseeable future. While I do not know the situation that prompted the 180° turn on in-kind donations, it is enough that I can't ignore the uneasy feeling I get about it. I hope I'm wrong, but that is also why I'm saying no. I know the board will proceed with this action, I just urge us to proceed cautiously.

- iv. Amendment:
 - v. Carried: 6 - Yes 1 - Abstain
- i. August 5th-Motion to approve the Budget for the 2025/2026 fiscal season.
 - i. Motion: Stacey
 - ii. Second: Taryen
 - iii. Discussion:
 - iv. Amendment:
 - v. Carried: Unanimous
- j. August 5th - Stacey requests all Board members read Code of Conduct potential final draft and send any edits. She would like to have this finalized by the weekend.
 - i. Marina sent a tiny edit.
- k. August 6th- Poster for Improv Workshop submitted for approval.
 - i. Troë-I would advertise it as a 4 session workshop with the last one as a showcase.
 - ii. Becky-Asks who is hosting it.
 - iii. Troë - Me
- l. August 7th - Motion to adopt the Code of Conduct into Policy for WLSTS
 - i. Motion: Stacey
 - ii. Second: Becky
 - iii. Discussion:
 - iv. Amendment:
 - v. Carried: Unanimous
- m. August 8th- Draft Merch Order Form submitted for review.

- n. August 11th - Motion to purchase \$810.62 worth of sample items as well as 50 water bottles to sell at the AGM.
 - i. Motion: Stacey
 - ii. Second: Mimi
 - iii. Discussion:
 - iv. Amendment:
 - v. Carried: 5-Yes 1- No Vote
- o. August 11th- Sage and Siren Beauty Co. Taryen's business, to donate a run of 250 water bottle stickers of the size of 2.5" to the concession.
- p. August 11th - Decal design for water bottle discussed.
- q. August 11th - Mimi submits a letter and article to send to WL Tribune newspaper.
Thanking all those who helped with the 70th Gala.
- r. August 11th - Motion to sell WLSTS stickers for \$2.00 each to factor in cost, freight, production, and surcharges. With an amendment: smaller stickers to be sold for \$1.00
 - i. Motion: Stacey
 - ii. Second: Marina
 - iii. Discussion: Due to the discussion, Merch will be on hold until the August 19th Board meeting.
 - iv. Amendment:
 - v. Carried: 3 - Yes 1 - No 2 - No Vote
- s. August 11th- Stacey would also like to retract her agreement to revisit the Sponsorship Matrix pricing to the next Board. It needs to be on record that it will not be happening this year considering the letters are already out and we have started to receive payment.
- t. August 13th - Stacey asks how the Improv Workshop first night went.

- i. Taryen-Improv workshop night #1 was fun and full of a lot of laughs.

We have a group of 10 people, I believe. I have to double-check my book. Troe did an amazing job making everyone feel at ease.

- u. August 14th - Improv Showcase poster submitted for approval. All proceeds will be donated to Love for Lucie and the Bertoli family.

H. Sound of Music Update

- a. Director Stacey Poirier: They are pretty incredible. Everyone is so very into it, some of the cast are already off book! Sharon has their costumes started. Most big purchases are ready to be ordered on September 1st.
- b. Producer Taryen Owen: Bios have been started, aiming to have all bio's done for the end of September. Tickets, posters are in for design and will be ready to order for September 1st as well.
- a. Interim Liaison Taryen Owen: Troe will take over as interim liaison as Taryen is the producer.

I. Escaped Alone Update

- a. Director Kathleen MacDonald:
- b. Producer Elaine Sager:
- b. Interim Liaison Stacey: Rights to be ordered September 1st.

J. Book of Will Update

- a. Director Kirsten Lyons:
- b. Producer Jessica Hill:
- c. Interim Liaison :

K. Future of WLSTS Space (Revolving Item)

- a. Stacey: Nothing new, currently buried in year end

L. Sound System

- a. New cables, sound board, 4 new speakers. Stacey will send specs and prices online.

M. Summer Workshop for Youth (Revolving Item) - Mimi

- a. Taryen has come on board to help plan and run this workshop.
- b. Youth Workshop September 6th 1pm-4pm ages 13-18
- c. Khloe Bremner will make a poster and it will be submitted to the board for approval to then be used on socials.

N. New WLSTS Website Proposal (Revolving Item) Board

- a. Troe Weston Proposal - if no one else can she has volunteered. Through Squarespace, super user friendly, easy to update. Prices to be confirmed.
- b. Jeff Richards Proposal: Tabled, he was unable to attend tonight

O. Workshops - Taryen :

- a. Stage Manager Workshop- 10 people attended, it was very informative. Two new members.
- b. Improv Workshop-12 people are attending. Two new members. It is very fun and challenging. All participants are very excited and are very excited for the Showcase.
- c. Lighting Workshop-Will touch base with Jeff, regarding dates and times.

P. BGC Annual Street party: August 27th- confirmed with BGC. Becky and Mimi will set up a tent and table.

Q. New Business:

a. Merchandise- Motion to sell Magnets for \$4, Large stickers for \$3 and Small for \$2

i. Motion: Stacey

ii. Second: Taryen

iii. Discussion:

iv. Amendment:

v. Carried: Unanimous

b. Motion to sell full sheet of stickers for \$65

i. Motion: Stacey

ii. Second: Mimi

iii. Discussion:

iv. Amendment:

v. Carried: Unanimous

c. Motion to sell sheets of stickers for the same prices Large \$3 and Small \$2

i. Motion: Stacey

ii. Second: Becky

iii. Discussion:

iv. Amendment:

v. Carried: Unanimous

R. Motion to adjourn at 6:07pm

a. Motion: Mimi

- b. Second: Jeff
 - c. Discussion:
 - d. Amendment:
 - e. Carried: Unanimous
- S. Next Meeting at the Theatre Tuesday September 16th, 2025 at 5:30 at WLSTS.