



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

January 28, 2025.

1. Roll Call & Establishment of Quorum

- a. Called to Order: 5:35pm
- b. Present: Marina Campsall, Jeff Rankin, Becky Strickland, Stacey Poirier, Troe Weston, Taryen Owen
- c. Regrets: Mimi Searls
- d. Thank you to all attendees: Drinda Huston, Christa Obergfell, Brad Lawryk, Aidan Duggan, Kallie Schick, Khloe Bremner. Late arrival: Andrew Davey

2. Review of Agenda

- a. Motion to Approve the Agenda for the January 28th, 2025 Board Meeting
  - i. Motion: Jeff
  - ii. Second: Marina

- iii. Discussion:
  - iv. Amendment:
  - v. Carried: Unanimous
- 3. Motion to approve minutes for December 17, 2024
  - i. Motion: Stacey
  - ii. Second: Becky
  - iii. Discussion:
  - iv. Amendment:
  - v. Carried: Unanimous
- 4. President's Report
  - a. Mimi away
- 5. Treasurer's Report and Financial Committee Updates
  - a. Motion to renew the Insurance for WLSTS with no amendments.
    - i. Motion: Stacey
    - ii. Second: Becky
    - iii. Discussion: There is potential of increase due to Sophie Galvan injury.
    - iv. Amendment:
    - v. Carried: Unanimous
- 6. Season Producer's Report
  - a. Kate: n/a
  - b. Stacey: Nothing new at the moment as we are in full production with the current season.
- 7. Online Business Review
  - a. Response letter to Angela Rankin sent out and approved to send by Mimi Searls.

- b. The Scrim that was utilized in Sweeney Todd will need to be replaced as it was stapled and screwed to the set. Stacey will provide 3 quotes for a new one and it was suggested that the play cover half of the cost and the Society will pay for half.
- c. Online ticket sales for Sweeney Todd were deposited December 24, 2024 for a total of \$10 959.24
- d. We will be receiving \$1000 from the City of Williams Lake and \$2000 from the CRD in grant funding for the sound project.
- e. Troe has agreed to host a Script Reading Night.
- f. Stacey sent out the insurance policy for review to renew.
- g. Stacey sent out an email to the Zone to gauge interest in the CIZ festival happening.
- h. The January meeting was moved from the 21st to the 28th.
- i. Jeff completed the schematics for our stage into a Blueprint.
- j. Stacey requested that there be three draws for Gatsby tickets for each Wednesday of the run. The Board agreed.
- k. The School District came in and fixed the leaky tap in the makeup room.
- l. Carla Mather was able to have 6 projectors donated to WLSTS. Stacey will be writing a donation receipt for Conair for the amount they were selling them for and Gatsby will be putting in Thank Yous in the program as well as Lobby.
- m. Motion to utilize the funds allocated from Gatsby Special Technical to pay Jeff Rankin for the projector he purchased previously.
  - i. Motion: Stacey
  - ii. Second: Taryen
  - iii. Discussion: Stacey - Jeff purchased a projector a while ago that I have been attempting to work into a grant but the sound project took over. We have been

borrowing it from him for things so I would like to see him paid for the purchase.

Jeff - agreed

iv. Amendment:

v. Carried: Unanimous

n. Linda Isfeld was the first winner for the Gatsby ticket draw.

8. Sweeney Todd Update

a. Director Troe: Overall went well.

b. Producer Stacey:

c. Liaison Becky:

9. The Great Gatsby Update

a. Director Stacey: In full swing, working on the last details for the set, everyone is very excited. Projectors were shipped today so they will be installed very soon.

b. Producer Mimi:

c. Liaison Marina Campsall:

10. Misery Update - has been cast

a. Director Shane Tollefson:

b. Producer Jessica Hill:

c. Liaison Marina Campsall: Has not attended as it was just cast but will be going to rehearsals when they have some time to get their footing.

11. 70<sup>th</sup> Anniversary Committee (Revolving Item) - Mimi

a. Tabled until February meeting

12. Future of WLSTS Space (Revolving Item) Board

- a. Nothing new, Stacey will start to go to Joint Committee Meetings again soon.

13. Sound System - Jeff

- a. Has a quote from Long & McQuade (will message Board with rest of information.)

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

- a. Tabled until February meeting

15. New WLSTS Website Proposal (Revolving Item) Board

- a. Tabled to February meeting

16. New Lighting - Motion Light Cords

- a. Jeff will look into it soon

17. Script Reading Nights

- a. Troe: Sat February 1s at 7pm-9pm

18. Sophie Galvan Injury

- a. The insurance claim has been submitted with all information gathered by Stacey. No update as of January 28th, 2025.

19. Christmas Party

- a. Becky - big success about 50 people. Food was amazing from CJs 17 children were in attendance. Realm of toys gave 10% discount for childrens gifts

b. New Business

i. CIZ Festival - Stacey

1. Terrace has expressed interest
2. Kersley expressed interest
3. With the deadline approaching Misery may want to look for a traveling adjudicator. Becky will message Shane regarding this.

ii. Festival Awards - Marina

1. A way to represent at the theatre the awards won at the festivals.  
Marina will pursue this.

iii. Play Posters - Mimi-tabled until February Meeting

- iv. Pitch Night - Marina volunteers to chair the Pitch committee. April 5th and 6th.  
April 20th for the Committee with Directors Q&A. Book Arts Center -Stacey will contact. Program due April 23.

v. Alarm auto - set has been fixed.

c. Motion to adjourn at 6:10

i. Motion: Troe

ii. Second: Jeff

iii. Discussion:

iv. Amendment:

v. Carried: yes

d. Next Meeting at the Theatre February 18th, 2025 at 5:30pm