



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

June 17th, 2025

A. Roll Call & Establishment of Quorum

- a. Called to Order: 5:33pm
- b. Present: Mimi Searls, Stacey Poirier, Marina Campsall, Troe Weston, Jeff Rankin, Taryen Owen
- c. Regrets: Becky Strickland
- d. Thank you to all attendees: Aidan Duggan, Kallie Schick, Christa Obergfell, Carla Mather

B. Review of Agenda

- a. Motion to Approve the Agenda for the June 17th, 2025 Board Meeting
 - i. Motion: Mimi
 - ii. Second: Taryen
 - iii. Discussion: Add to new business: donation of vouchers for 70th Gala

iv. Amendment: Addition of Voucher Donation for 70th Gala

v. Carried: Unanimous

C. Motion to approve the Minutes for May 20th, 2025

i. Motion: Mimi

ii. Second: Jeff

iii. Discussion:

iv. Amendment:

v. Carried: Unanimous

D. President's Report

- a. Not a whole lot to report, thank you guys for the last month and a bit. I appreciate you guys. Good end to Misery, some sold out shows. A lot of exciting things are on the horizon with the proposal for the website, stickers and the 70th gala on Friday. 1 ticket left of the tickets as of today. Very much looking forward to celebrating with everyone. And the announcements of The Sound of Music. Reminds Board members to keep in mind that AGM is in a few short months and to decide if their name will stand.

E. Encoder Labs New Website Proposal - Carla Mather

- a. Carla provided a presentation file please refer to the document.
- b. True where are the servers based, it is cloud based.
- c. Mimi thank you Carla for presenting that to us.

F. Treasurer's Report and Financial Committee Updates

- a. 2025/2026 Season play budget discussion- Not everyone had a chance to go over proposed budgets. This will be handled in online business before the next meeting..

G. Season Producer's Report

- a. Kate:

- b. Stacey: No new news.

H. Online Business

- a. Motion to donate a set of 4 vouchers to BC Senior's Week.
 - i. Motion: Stacey
 - ii. Second: Taryen
 - iii. Discussion:
 - iv. Amendment:
 - v. Carried: Unanimously
- b. Confirmation emails received for ACH Wire refund for Murder on the Orient Express and date changes for The Sound of Music
- c. Stacey sent updated play budgets for 2025/2026 season to be reviewed.
- d. Request received to share a post for Love for Lucie bottle drive on WLSTS Facebook page.
- e. Draft of donation letter emailed to board members for review for 70th Anniversary Gala.
- f. New quote received for sound board from Long and McQuade. \$5,935.72
- g. Post made to show what productions will be in for the 2025/2026 season.
- h. Updated draft of code of conduct emailed for review.
- i. Gala ticket proof emailed for review. Wording close bar removed and replaced with cash bar after discussion.
- j. Ticket design for 70th gala approved
- k. Final online payout for Misery received.
- l. Motion to donate a set of 4 vouchers for the Horsefly School silent auction.
 - i. Motion: Stacey
 - ii. Second: Becky

- iii. Discussion:
 - iv. Amendment:
 - v. Carried: Unanimously
- m. Poster for Audition Prep workshop shown for feedback and approved for use for social media. Workshop to be held June 8th 2025.
- n. Email to members drafted to say thank you for patience in waiting for tickets to be on sale.
- o. The insurance company emailed to notify that they had been informed by the legal counsel of Ms. Sophie Galvan that they intend to issue a Notice of Civil claim against WLSTS.
- i. Stacey will run point on this and update as more information is available.
- p. Stacey sent the lease for this year. She has asked that the requirement for a license regarding childcare be removed as WLSTS does not provide childcare.
- q. Motion to provide the SD Board with 12 post-dated cheques for the fiscal year's lease payments.
- i. Motion: Stacey
 - ii. Second: Becky
 - iii. Discussion:
 - iv. Amendment:
 - v. Carried: Unanimously
- r. Motion to allow for members paying membership in June - August for upcoming plays/workshops to be put into the upcoming fiscal year.
- i. Motion: Stacey
 - ii. Second: Becky

iii. Discussion:

iv. Amendment:

v. Carried: Unanimously

- s. Taryen reported on the Audition Prep workshop held June 8th. It was well attended by a wide age range. 13 people attended. Troë did a fantastic job running the workshop.

I. 70th Anniversary Committee (Revolving Item) - Mimi

- a. Planning is going so well. Kallie is amazing and has given us ideas for swag. The team is amazing and everyone has been so supportive of each other, Christa has pulled costumes for us to honor some members who are no longer with us. Kate has gotten us so many donations. Looking forward to seeing everyone on Friday. Troe asks if the committee is responsible for tear down and when tear down is. The Point is donating room, projectors, mic and reduced gratuity price from 18% to 10%.

J. Future of WLSTS Space (Revolving Item)

- a. Nothing new right now

K. Sound System

- a. We would need to get at least 2 speakers as the cords are not dmx. The quote was only for 30 days. Will look for other quotes.

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

- a. Nothing new, Mimi needs school and 70th to be done to tackle this.

M. New WLSTS Website Proposal (Revolving Item) Board

- a. No new proposals. We had a secondary email but have not heard back from that person.

N. WL Stampede Parade Update - Taryen

- a. Not happening, no interest

O. Workshops-Taryen :

- a. Motion to approve \$100 budget for Stage Manager Intensive Workshop, to cover printing of booklets and supplies that may be needed.
 - i. Motion: Taryen
 - ii. Second: Stacey
 - iii. Discussion:
 - iv. Amendment:
 - v. Carried: Unanimous
- b. Improv workshops to be held in August led by Troe. Three workshops followed by a show fundraiser. Potential to use the show as a fundraiser for the Luv for Lucy campaign to support the Bertoli family. Budget to come.

P. New Business

- a. Motion to donate a set of 4 vouchers to the 70th gala.
 - i. Motion: Mimi
 - ii. Second: Troe
 - iii. Discussion:

iv. Amendment:

v. Carried: Unanimous

b. Festival/Mainstage Travel Expenses update

i. Stacey- Prices need to be adjusted, she will provide Board with numbers so we can organize this and make decisions

c. BGC Annual Street party

i. Will be discussed online

Q. The Sound of Music:

a. Stacey- Production is cast. Almost 80 people came to auditions. The response was almost overwhelming. 99.7 % of them could sing. It was very hard to make decisions. Cast count has not been added. There are 8 ensemble kids. Costumes have been ordered. All the kids are so excited. Waiting on 2 responses. Called twice.

R. Add new plays to the agenda for the next meeting.

S. Motion to adjourn at 7:04pm

a. Motion: Mimi

b. Second: Marina

c. Discussion:

d. Amendment:

e. Carried: Unanimous

T. Next Meeting at the Theatre July 15th, 2025 at 5:30 at WLSTS