

Minutes of the Whangarei Theatre Company held at the Riverbank Centre, Reyburn House Lane on Monday 17th March 2008

The meeting commenced at 7.04pm.

PRESENT: Duncan Brown, Richard Bryham, Peter Clark, Caron Harrison, Nigel Harrison, Thelma MacMillan, Ian Page, Eilean Rawson, Jason Riggir, Wade Rowsell, Melanie Thomas, Alison Thomson, David Thomson, Barbara Trimmer.

APOLOGIES: Debi Walters

FINANCIAL REPORT: Sue presented the final audited accounts, which had received a qualified audit because of lack of receipting information on certain income such as raffles and membership. Dockets used for paying in membership fees need to have a record of the relevant membership card number. It was suggested that the Production Managers of the second and third shows have a list of current members. Junior Theatre needs to issue more membership cards. In future Sue will do all the banking.

MOTION: Wade moved and David seconded that the March cheques 207427 to 207457 plus two direct debits totalling \$5468.56 be passed for payment. Carried.

There was a total balance on accounts as at 29.02.08 of \$84034.86.

MINUTES OF THE PREVIOUS MEETING

MOTION: Ian moved and David seconded that they be accepted as a true and correct record, subject to the deletion of the words '\$400 worth of' under General Business, section 1. Carried.

MATTERS ARISING:

1. Clare Penny's hire of the Hatea Room: Clare had emailed Caron that afternoon to confirm that the May hireage is no longer required and to provide more detailed requirements for the August 10th and October 24th dates. She asked about our public liability insurance cover. Caron to check through MTNZ cover and correspond with Clare.
2. Procedure for elections at AGM: **MOTION:** Wade proposed and Ian seconded that at the AGM, for contested officer positions, the nominator may speak for up to one minute and the candidate for up to two minutes. Carried. David suggested that nominators not present at the Executive meeting should be made aware of this via their candidate. **MOTION:** Wade proposed and Eilean seconded that candidates standing for the general committee may speak for up to thirty seconds. Carried.
Wade wished to clarify the situation regarding the position of Immediate Past President. If Ian stands for President and wins then Thelma would be IPP. If Ian loses then Ian would be IPP, so Thelma would need to be nominated for the general committee.
3. Richard thanked the committee for his flowers.

CORRESPONDENCE

James Franklin's sister wishes to run school holiday workshops from July 6th - 18th 2008 and from September 28th - October 10th 2008. Ian to negotiate details. Jo Kidd requested hire of Hatea Room on 26th April 2008 for a family function. Richard to negotiate details. The Executive Committee were of the opinion that in future one person should be delegated to handle all hireages.

Duncan Brown requested costume hire for Kamo High School's 'Stage Challenge'.

Request from Hikurangi Lions Club: **MOTION** – Eilean proposed and Barbara seconded that we give Hikurangi Lions Club two tickets for 'Cats' to use as prizes at a Charity Golf tournament in April. Carried after some debate about the dangers of setting precedents as opposed to the benefits of free publicity.

The Charities Commission had rejected our application for registration. Wade has telephoned them to sort out the problems and hopes to hear further. We may need a Special General Meeting later in the year to change parts of our Constitution.

Peter moved and Richard seconded that the inwards and outwards correspondence be received and the outwards approved. Carried.

REPORTS

Forward Planning – Thelma finally received perusal copies of the pantomimes ‘Robin Hood’ and ‘Christmas Carol’. A committee meeting will be arranged before the AGM.

Lighting and Sound – nil.

Building – Nortel need to inspect the Genie, but a building inspection certificate can be issued without inclusion of the air-conditioning. This needs a new pulley machining due to poor initial machining of the pulley when it was installed, but there is no paperwork to prove this.

Front of House – nil.

Publicity – The recent NAPTA awards have been reported, and Peter’s win of the MTNZ Patron’s Encouragement Award will be reported. The ‘Buddy’ poster came second in Origin’s Theatrical Poster Competition, while the ‘Cabaret’ poster was highly commended.

Props – nil.

Wardrobe – nil.

Make-up – nil.

Junior Theatre – Tane is making excellent progress in developing the confidence of his sixteen students, much aided by using the big theatre.

PRODUCTION REPORTS

‘Cats’ – Alison said the cast is working very hard and the Saturday make-up session went well. She needs a rehearsal schedule from Lachie for the Booth singers. There will be a 4pm start on Sunday 30th March after the AGM.

Thelma said all the costumes look good and the props had been unpacked and photographed, although some flags were missing and there was a disparity with the numbers of sabres and cutlasses. Ahmed needs a large glass ball, available from Dargaville for \$200 for two months, while Luke needs a more substantial hamper to sit on. Six more scores had arrived today.

Wade reported ticket sales of 500 in the first week. He has been in negotiation with Forum North over their share foyer bar profits, which will be minimal. Containers will move to Forum North on May 4th. Complimentary tickets for all concerned have been allocated. MOTION: Wade proposed and Peter seconded that the Executive support the decision that 25 tickets to the final dress rehearsal be given to Oramahoe School. Carried. WTC members will be entitled to \$5 discount off their own ticket on production of their membership card.

GENERAL BUSINESS

Storage space possibility: Richard is looking into part lease of a space in Lower Dent Street, although he has no idea of costs yet. David suggested we could keep a container outside the theatre on the grass.

ANY OTHER BUSINESS

Thelma has put our name down at the MTNZ Conference to show interest in being part of a consortium for shows such as ‘Spamelot’, although this is not binding.

Richard is letting a lady with a group of overseas students do a play reading on the premises on Thursday 20th March.

Mel wants an audience feedback box in the foyer. To be brought up at the next meeting.

Eilean wanted to know whether to send out an email list of candidates to members, but it was decided this would be unfair to non-email members.

The meeting closed at 9.05pm. The next meeting is on Monday 21st April 2008