

Vision Committee			
Tuesday, October 27, 2015		7:15 pm	Ruttan Residence
Attendees	Jan Aikins, Katie Pergau, Cath Hughes, Mary Lou Ruttan, Brian Cloes, Karen Flynn, Sue Heath, Steph McMurren, Flo Delkus (Stage Manager)		
Regrets	Marie Keeler		
Check In & Adoption of Minutes			
<p>Check In – With a change in our Federal government we were asked ‘What would you like to see change in Bravado!’?</p> <ul style="list-style-type: none"> ChoralFest – would prefer not participating in it. A change in repertoire preferred i.e.) do smaller works. Timing of festival – too close to our spring show. It would be nice to know extra rehearsal dates at the beginning of the season. Song Circles – a good change introduced this Fall – It stretches us. Friends of Bravado – would like to see more people joining as Friends (non-singing capacity). Don’t like selling tickets – feels embarrassed asking the same people all the time. Remove the ensemble aspect in future seasons. Like the fact that we try different things i.e.) big band dance outside of Christmas venue. 			
Motion to approve October 13, 2015 minutes was made by Sue Heath, seconded by Cath Hughes. All in favour.			Passed
Action Items	Person Responsible	Deadline	
1. Minute taker assigned.	Karen Flynn	ASAP	
Suggestion Box			
<ul style="list-style-type: none"> Save money by not buying snacks Switch groups to lounge - done People need to stop talking 			
Action Items	Person Responsible	Deadline	
1. Remind membership to refrain from talking when other parts are being worked on.	Katie Pergau	Nov. 2 nd rehearsal	
Financials			
Discussion	Year End Financial Statement – Update on Overdue Receivable List & AGM		
Monthly bank statements being sent via email by Jan Aikins. It is up to Vision members to review and bring up any questions or concerns at next meeting or talk it over with Jan Aikins.			
Jan Aikins met with Frank Hutcheson and the financial situation is still not settled. \$2300 cash declared as missing by Jen Bedard still needs to be confirmed and accounted for.			
Vision is concerned over this outstanding amount and how it would reflect on our financial statement to places like the City of Barrie who grant funds. Frank suggested that it be listed as an outstanding payable that we are working on so it won’t be a detriment to us.			
Frank Hutcheson is preparing financial statement to be ready by December. Therefore, the AGM postponed until January 2016. He is confident that we can move forward with our finances because we have our master financial software system.			
No money has been received from Jen Bedard. We are unable to create a repayment plan until the missing funds are accounted for.			
Discussion	Treasurer/Bookkeeper Relationship		
AGM postponement affects treasurer appointment.			
Frank Hutcheson was asked for his thoughts on having a treasurer and bookkeeper from the same household. He recommends that we do not go this route. It doesn’t make a good working relationship when involving people from the same household.			
Action Items	Person Responsible	Deadline	
1. Present Frank Hutcheson’s advice to Kate Lapierre and clarify what role Kate and Marcel might still agree to take on.	Katie Pergau	ASAP	
2. Approach Amy (Keith) Lewis and ask her to stand as Treasurer.	Jan Aikins	ASAP	
Discussion	Review of Draft 2015-2016 Budget		
Vision Committee reviewed the draft budget distributed by Jan Aikins. On paper we are running a deficit.			
Being a not-for-profit organization we can run a deficit but this isn’t how Bravado! wants or likes to operate.			
Our saving grace is the potential for increased Bingo funds but more needs to be cut. Vision to review and report back at next meeting.			
Increased procurement of sponsors combined with ArtsVest would be a big help.			
Action Items	Person Responsible	Deadline	
1. Review draft budget.	Vision Committee	Nov. 10 th	

Discussion			
ArtsVest – Next Steps			
ArtsVest form is needed for Canadian Tire Corporation (music library shelves donation).			
Action Items		Person Responsible	Deadline
1. Send ArtsVest sponsor form to Jan Aikins.		Katie Pergau	ASAP
Administration			
Discussion			
Loan of Risers to Barrie Concert Band (BCB)			
Cath Hughes advised BCB of our discussion re: a future nominal fee for continued usage. BCB replied that they are looking at their schedule but no mention was made to the possibility of Bravado! charging a fee for usage. B! will continue to consider fees.			
Discussed what our potential loan protocol would be for BCB and others. For example: No Charge – when used for a fundraising event. Nominal Fee - when used at an income generating event.			
Action Items		Person Responsible	Deadline
1. Forward BCB's response re: borrowing schedule		Cath Hughes	Upon Receipt
Discussion			
Fundraising Survey Results			
13 responses received. Some members were unable to submit due to an unforeseen problem with filling out the form. Most popular – bake sale, silent auction at Christmas show, car wash. Next in popularity - special Christmas treat-5 songs for a shut in or at a nursing home, singing Valentine-hire choir to send a love-o-gram song, May Court Consignment Shop			
Discussed what would work with the least amount of energy and resources. 50/50 – Christmas Shows; Bake Sale at RVH; Car Wash – Spring time (possible location: Burton Ave. United Church parking lot); Special Bingo event wasn't listed as a top choice but Jan Aikins feels that it would be a good fit for us and net us 'easy' money.			
Action Items		Person Responsible	Deadline
2. Send summary to Karen Flynn for storage with minutes.		Steph McMurren	ASAP
3. Contact Burton Ave. United Church re: use of parking lot for car wash.		Katie Pergau	ASAP
4. Email membership re: Bingo fundraising details.		Jan Aikins	ASAP
Discussion			
Storage Unit - Update			
Katie Pergau has been in contact with the manager and there may be an opportunity to have them as an ArtsVest sponsor. Awaiting a response.			
Discussion			
Groupanizer			
Katie Pergau asked how many on Vision have logged into the site. She reviewed what Groupanizer can do for us including creating/building a new public website for us. They can build a full content website for a one time fee of \$500. We can keep our website name (bravadoshowchoir.com) and tie it in to the back end of Groupanizer.			
Commitment would be \$969.20 (\$500 one time full content website fee plus \$469.20 for a one year subscription for the public & members only website.)			
Motion to purchase a subscription to Groupanizer for one year (includes new public website fee) for a total of \$969.20 was made by Cath Hughes and seconded by Mary Lou Ruttan. All in favour. Passed			
Action Items		Person Responsible	Deadline
1. Ask Gavin Silberman to speak with Mike Howe about website change.		Jan Aikins	ASAP
Discussion			
Anniversary Trip			
The exchange shortfall of \$2704.34 was discussed and it looks like it could be \$90 per person. This is subject to change depending upon the number going.			
Subsidies were discussed. Amanda MacLeod needs to declare the amount of her loss of income for planning purposes. No one has indicated that finances are preventing them from participating. Members will be asked to approach anyone on Vision, if they feel the need for assistance.			
Trip Synopsis – Katie Pergau and Kate Lapierre will send out a synopsis including hotel we should all stay in.			
Action Items		Person Responsible	Deadline
1. Create and send trip synopsis to all member participants.		Katie Pergau & Kate Lapierre	ASAP
Upcoming Gigs			
Salvation Army Kettle Drive – Two evening dates after December 7 th will be scheduled. Time: 6 to 8 pm. Location: Costco			
Winterfest with Simcoe Contemporary Dancers – perform Skyfall with them. First weekend in February.			

<p>ChoralFest – Performance Date: Saturday afternoon, April 2, 2015. No official mass rehearsal schedule yet. B! will need to book our own.</p>			
<p>Probus Club Christmas Party – Katie Pergau was approached re: performing for them but she hasn't received a call back from them with details.</p>			
Action Items		Person Responsible	Deadline
1. Poll membership for availability for Salvation Army Kettle Drive.		Jan Aikins	Next Rehearsal
2. Find out ChoralFest rehearsal dates.		Katie Pergau	Next Meeting
Bravado! Big Band Christmas			
Discussion		Set List Review – Evening Shows & Kid's Matinee	
Order of set list was discussed at length. Both set lists will be made available on Groupanizer site.			
<p>Kid's Show Notes - No kids group involved with the exception of soloists for Walking in the Air & Frozen (Olaf) Kid's Band Honourarium -Ian Ross & Allan Halford - \$250 each. Frozen opening song – Do you want to build a Snowman? audience singalong the rest will be B! Charlie Brown Medley – Charlie Brown – Scott Herman, Snoopy – Amy Lewis, Linus – Richard Pearson, Schroeder – Todd McDonald Dress Rehearsal: Possible dates - Monday, November 30th but looking for an alternate date. Santa (Tom Aikins) not available on the 30th. 1st choice is Friday Nov 27th at ANAF and 2nd choice - Monday, November 23rd – MUC. Dates will be determined by band member availability.</p>			
Staging Ideas – discussed new riser configuration.			
<p>Costumes & Props – DJ booth for George Jonescu, MC. Need to retrieve Charlie Brown props from Laurie Perkins. Women's Costumes – not all dresses are vintage still but will have to do. Crinolines – need to know how many are needed. Men's Costumes - white long sleeved shirt, silver vest, black pants.</p>			
Lighting Cues – unable to determine until venue tour takes place on November 2 nd .			
Ensemble Mic - Brian Cloes to find out what kind of ensemble mic the County Chordsmen use			
Kid's Crafts – to create shaker ball, colouring pages and mural. Face painter is needed too. Walmart has packages of small craft balls, at a reasonable price, as per Katie Pergau. Rita Kolpak to be asked to check into craft items.			
Action Items		Person Responsible	Deadline
1. Check with Kid's Show band member availability for dress rehearsal.		Katie Pergau	ASAP
2. Look into acquiring a face painter.		Katie Pergau	ASAP
3. Poll women to see how many crinolines are needed.		Sue Heath	ASAP
4. Contact County Chordsmen re: ensemble mic.		Brian Cloes	ASAP
5. Ask Rita Kolpak to look into kid's crafts.		Jan Aikins	ASAP
Discussion		Stage Crew & Ushers	
Flo Delkus is our Stage Manager. Former B! members Debbie Klemm and Sheila Crosby have been confirmed.			
Debbie Klemm will work with Joanne McLaurin to coordinate ushers.			
Ushers – ticket takers, door greeters, 50/50 tickets, tree raffle, buffet, children's crafts (2-3 craft stations), kid's snacks – Burton Ave. service youth groups will provide and sell goodies			
Discussion		Ticket Sales – Table Reservation Protocol	
Reservation of Tables can't be done but generic group tables can be designated on a first come first serve basis. Usher could cross off names on list of table purchasers. Katie Pergau mentioned there are on-line table reservation tools available.			
Discussion		Programme Update & Advertising Sales	
To date, three \$100 song sponsorship ads have been sold.			
Discussion		Santa Claus Parade Float – Saturday, November 21, 2015	
<p>Santa Clause Parade Committee met before last night's rehearsal. Discussed –indoor space needed to decorate. Kate Lapierre has family barn that could be used. Honourarium for loan of the 18 ft flatbed trailer & truck - tickets to show & drink tickets. 12 people have signed up work on decoration and manning the float. Still plus need 3-4 people to hand out flyers.</p>			
Action Items		Person Responsible	Deadline
1. Need additional volunteers to distribute flyers at parade.		Jan Aikins	Next Rehearsal

2. Ask permission to use family barn for float decorating.		Kate Lapierre	ASAP
Discussion	Promotion		
Social Media – FaceBook likes have increased since we started posting 1 minute videos.			
Rogers TV Taping – to take place at November 2 nd rehearsal. They will be there for an hour and would like us to sing through at least one song. Song to be determined by Katie Pergau. Marie Keeler to video Rogers TV taping us for mini video.			
Radio Campaign - AM740 advertising packages – details on quote are not very clear - \$1000 to 1200 campaign cost including AM740 and a classical sister station – feature us on the classical station. George Jonsescu working with his programmer to talk about us on the morning show. Online ads instead of paper ads - Banner will paper only & on-line Barrie Examiner			
Action Items		Person Responsible	Deadline
1. Record mini video at November 2 nd rehearsal.		Marie Keeler	Nov. 2 nd Rehearsal
Discussion	Sponsorship Strategy – Tree Raffle		
George Jonsescu to scout out 3 sponsors - CTC, Sadlon and BGH – market it as charity – signage, acknowledgement, company themed decorations i.e.) cars from CTC. Alternate donated items could include front entrance decorations such as wreaths or urns.			
Discussion	Catering - Update		
Jan Aikins reported that Amy Lewis has received confirmation that the chef from Settlers Ghost is willing to cater. Proposal - chocolate fountain (no charge) with desserts from various caterers.			
Discussion	Dance Lessons – Saturday, November 14th		
\$500 budgeted but received a quote for \$600. Jan Aikins will contact them to confirm the amount. If \$600 is firm price, it is a no go.			
Action Items		Person Responsible	Deadline
1. Negotiate dance lesson quote with Lakeside Dance Studio.		Jan Aikins	ASAP
Discussion	ANAF Venue Tour – Monday, November 2		
Jan Aikins is working up the checklist.			
Venue Decoration discussion – Val Venables has volunteered to head the decorating committee. Decorate chairs with jewel tone sashes in purple, green, blue and fuchsia – approx. 174 @ .85 from Katie Pergau. Will check suitability with venue chairs at November 2 nd venue meeting. Tablecloth rental - \$20 each – concern is cleanliness in using for 2 evenings. Possible sourcing from dollar stores to reduce cost. Centrepieces must be kept to a low profile so patron sight lines are not blocked. Possible raffle on Saturday night of \$1 each.			
Discussion	Extra Rehearsals - Logistics		
Risers needed for – Monday, Nov 23, Friday 27th, Monday 30th Check with Midhurst United Church re: leaving trailer in parking lot during this time period. They need insurance validation.			
Action Items		Person Responsible	Deadline
1. Check with insurance company for insurance validation letter.		Jan Aikins	ASAP
Spring Show 2016 – May 11-14, 2016			
Discussion	H2O (Water Theme)		
Tagline was discussed and ‘Chaural’ or ‘Choral’ Rehydration’ was a favourite to go along with the H2O theme.			
Katie Pergau reviewed the song list. It’s going to be great.			
Meeting Adjourned – 11:00 pm			
Next Meeting	Tuesday, November 10, 2015	7:15 pm	Ruttan Residence