

Vision Committee			
Tuesday, April 19, 2016		7:15 pm	Ruttan Residence
Attendees	Jan Aikins, Katie Pergau, Amy Lewis, Marie Keeler, Mary Lou Ruttan, Karen Flynn, Sue Heath, Roger Heath (Stage Mgr.), Flo Delkus (Asst. Stage Mgr.), Mike Smith (Sound Technician)		
Regrets	Brian Cloes, Cath Hughes		
Check In & Adoption of Minutes			
Motion to approve, with changes from discussion, made by Amy Lewis, seconded by Marie Keeler. All in favour.		Passed	
Suggestion Box			
Discussion	No discussion - Box was empty.		
H2O Spring Show			
Discussion	Contract Update & Voucher System Issues		
Jan Aikins said that we still have not received a signed contract nor have received response to ticket voucher query. Different voucher collection scenarios discussed.			
Action Items	Person Responsible	Deadline	
1. Maintain contact with City Box Office.	Jan Aikins	ASAP	
Discussion	Complimentary Ticket Delivery		
Since we find that complimentary (comp.) tickets left for local media usually do not use them we did not request any from the city.			
Comp. tickets will come from our renter compliments. Discussed who should get them and the quantity: Scott Boyer – golden lifetime recipient -2 ; ArtsVest sponsors – checking sponsorship agreement and deliver the number of tickets accordingly.			
StorageMart – 6 comp. tickets per show (12)			
Zoomer – 2 comp. ticket required.			
Action Items	Person Responsible	Deadline	
1. Get tickets from Ticket Coordinator, Steve Hughes, and deliver to StorageMart.	Katie Pergau	Next Meeting	
Discussion	Videographer		
Honourium - \$125 per show is available but would like it to be gratis. Would like person to come to a rehearsal.			
Flo Delkus stated that the contact phone number she had was no longer in service.			
Amy Lewis talked with Georgian College (GC) A/V Department and has an email for videographer for student recommendations. While she was there GC Hairdressing person – may be interested in doing our hair &/or make up as a learning experience for students. We need to know how this would work for both parties. Looking at future shows.			
Action Items	Person Responsible	Deadline	
1. Email hairdressing person re: a possible working relationship with us.	Amy Lewis	Next Meeting	
2. Contact GC videographer via email.	Amy Lewis	Next Meeting	
Discussion	Promotion		
Display Case @ Barrie City Hall – all items have been gathered. Flo Delkus and Marie Keeler to assemble April 25 th at lunch time. We can keep it there for a week after show. Decided to advertise June 4 th Burton Ave. Church show by adding a sticker to poster.			
VAL – April 29th – poster distributed to B! membership.			
Online Postings – advise members to keep sharing B! FaceBook info and VAL posters.			
Radio Campaign –			
<i>Rock95</i> - Katie Pergau will be interviewed by Ozz next Thursday. Discussed interest in working with them in the future (Christmas at the Movies). Ozz from Rock95 did a great job at the Media Bingo Challenge and would like to continue working with him. Sending a thank you for his participation.			
<i>Zoomer/Classical Radio</i> – Station is working on a vignette using a script written by Jan Aikins.			
Media Release – Jenny Senior to provide this soon.			
Action Items	Person Responsible	Deadline	
1. Create June 4 th show sticker for poster & confirm availability with Walter Fischer.	Marie Keeler	ASAP	
2. Email membership to keep sharing promotional material via FaceBook and email.	Amy Lewis	ASAP	

3. Send thank you note to Ozz, Rock95.		Flo Delkus	ASAP
Discussion	Charity Tie In – Ladies of the Lake		
Donation – we have decided to make a donation as a choir. \$300 donation – agreed.			
Mary Lou Ruttan reported that they are interested. See H2O item re: their lobby display.			
Ask them to provide a group bio and water fact sheet for programme.			
Action Items		Person Responsible	Deadline
1. Send \$300 donation to Ladies of the Lake aka The Ontario Water Centre.		Amy Lewis	Before Show
2. Keep working with them re: lobby setup, group bio and fact sheet.		Mary Lou Ruttan	Ongoing
Discussion	Guests		
Quammie Williams’ family has agreed to perform as drummers for our 2 pieces. Need name of ensemble.			
Honourarium - \$300 (\$150 per family member)			
Action Items		Person Responsible	Deadline
1. Send honorarium information and obtain group name and forward to Karen Flynn for inclusion in programme.		Katie Pergau	ASAP
Discussion	Sponsorship – Water Depot Offer		
Cath Hughes, via email, shared their response from our previous meeting inquiry. No mention was made by them about providing water coolers for intermission use.			
Discussion	Refreshments		
Jan Aikins is awaiting response from catering service at GC (she wrote a letter). Room used last year is not available. GC has forwarded our request to catering people.			
Discussion	Riser/Trailer Delivery for April 25 th – Midhurst United Church		
Amy Lewis and her husband will pick up trailer and deliver risers to Midhurst United Church (MUC) where they will remain until show time. Trailer needs to be moved to far corner of MUC parking lot at end of rehearsal. Amy will not have the vehicle with a trailer hitch after the setup.			
Action Items		Person Responsible	Deadline
1. Email Gavin Silberman and David O’Halloran re: moving trailer at MUC.		Amy Lewis	ASAP
Discussion	Audience Survey		
Jan Aikins spoke about conducting an audience survey.			
Discussion ideas are as followed:			
<ul style="list-style-type: none"> • Collect information pre show and at intermission. Needs to be short & sweet. • Contact it after patrons seated and at intermission. Done by ushers. • Interview patrons personally rather than filling out a written form. • Questions (keep it open ended): Do they know or recognize our sponsors? What do they like about us performance wise? 			
Survey needs to be developed from these suggestions and need an application that can consolidate the data afterwards.			
Action Items		Person Responsible	Deadline
1. Develop questions, consolidate date, and contact Usher Coordinator re: extra manpower.		Jan Aikins	ASAP
2. Research data consolidation application.		Amy Lewis	ASAP
Discussion	Programme		
Inclusions 20 Years of Bravado! to be provided by Jan Aikins. Thank You to dressmakers – need names Choreo credits – for Summer Fun & Raining on Prom Night – Beth Allen is researching this. B! June Boardwalk event announcement Watershed Art Project bio blurb.			
Ad List – Concern over lack of advertising sponsors this season. <ul style="list-style-type: none"> • Possible full page ad from Boardwalk Gaming in return for lobby display. 			

<ul style="list-style-type: none"> • City of Barrie graphic – individual logo needed. • Christmas show ad. Katie Pergau will obtain Collier Street contract and confirm with Jan Aikins when it has been signed. She will have an ad graphic created. • StorageMart – full colour back page ad as per sponsor agreement. • Zoomer/Classical Radio is submitting a full page (inside cover) ad. 		
Action Items	Person Responsible	Deadline
1. Send 20 years of B! and Watershed info to Karen Flynn.	Jan Aikins	ASAP
2. Contact Boardwalk gaming re: ad and poster display.	Jan Aikins	ASAP
3. Contact City re: City of Barrie logo.	Katie Pergau	ASAP
4. Obtain choreo info for Summer Fun and It's Raining on Prom Night.	Karen Flynn	ASAP
5. Obtain and sign contract for Collier Street United Church and advise Jan Aikins when done.	Katie Pergau	ASAP
6. Contact Brandyn re: Christmas show graphic for programme.	Jan Aikins	April 29 th
Discussion	Lobby Display & Stage Decoration	
<p>Lobby Displays:</p> <ul style="list-style-type: none"> • Watershed Art Display – They will be providing 5 to 6 water theme canvases with pricing. • Ladies of the Lake (Ontario Water Centre) – 2 people to man booth with a 4 minute video. • Boardwalk poster on display. • Selfie station discussed but decided to forgo this idea. There is a lot going on in the lobby so far. <p>Stage Decoration/Backdrop: Discussed how to easily change the look between sets – modify with lighting; Roger Heath will check with Woody re: quick release mechanism for set change (fabric).</p>		
<p>Head Shots – April 29th VAL night. Early rehearsal call at a location to be determined by Tom Aikins, photographer.</p>		
Action Items	Person Responsible	Deadline
1. Check with GC technician re: quick release mechanism on fly.	Roger Heath	ASAP
2. Confirm location with Tom Aikins.	Jan Aikins	ASAP
Discussion	Load In Schedule – Wednesday, May 11 th – Technical Dress Rehearsal Day	
<p>Wed., May 11th – Riser drop off 10:30 am, at Georgian College, by Amy Lewis' husband who will meet at storage unit prior to drop off.</p> <p>Extra Trucks &/or Trailers needed – contact David O'Halloran and Gavin Silberman and anyone else who can help.</p>		
Action Items	Person Responsible	Deadline
1. Email an all call for additional trailers and load in assistance.	Jan Aikins	ASAP
Discussion	Set List – Run Through Order & Details	
<p>Technical Requirements: Mike Smith – Sound Technician spoke on various sound items.</p> <p>Ensemble mic researched by Cath Hughes. Mike Smith said reviews are good; but not high end so not available for rental (Long and McQuade). Feels it is one worth having at a good price point. Shotgun mics are available for our use – do we need ensemble mics? Not for this show.</p> <p>Additional Mics – More mics the better just don't have all of them on at the same time, invites feedback. Number of channels available is a concern. Mike Smith said that we have some new unused mics that could be used for trade in for an ensemble mic.</p> <p>Equipment Rentals – Mike Smith to approach Music Pro understanding of potential rentals.</p> <p>Roger Heath summarized what we want to use from GC – speaker stands and 2 shotgun mics.</p> <p>Quality Audio Recording – discussed various ways (mics & mic setup) to get a good recording. Mike Smith inquire about a sound recorder. He uses ProTools. What did Mike Howe use in previous shows?</p> <p>Cruise - Band track – can we use it directly off our sound board? Mike Smith not sure. Contact Steve Lewis who may know if or how this could be done. Could record at tech dress without choir.</p> <p>Sound Effect Files – Amy Lewis has files to convert and will organize into B! folder for Mike's use. Use Amy Lewis's laptop for files (better than ipod).</p> <p>Intermission Music – playing Micah Barnes' new CD – New York Stories.</p> <p>Possible Sound Issues/Concerns – sound in pods, if used? Roger Heath said that Woody, GC tech, could pipe it in. Use of umbrellas & black light creatures – Mike Smith didn't think it would cause issues.</p>		

Extra GC Technician – Discussed the use of an extras tech person to assist with load in (approx. 4 hrs.) and strike post show (2 hrs.). Roger Heath feels is useful and will respond to the college.		
Black Light Discussion - Need fluorescent stage tape for black light song. Marie Keeler ordered online during meeting.		
Back Stage Set Up - Sue Heath will this and is working through the set list to determine costume layout.		
Prop – Marie Fisher is providing palm tree for Gilligan skit.		
Acoustic Piano – leave on stage until end of Water is Wide. Piano mic required.		
Outhouse Skit – Katie Pergau listed members involved for Amy Lewis who is working with Anne Lupkoski re: choreo. Occupied/Out of Order sign needed. Sue Heath to craft sign.		
Intros & Skits – Reviewed by Jan Aikins and co-written with Beth Allen. Discussed feasibility of shortening Gilligan’s Island script. Katie Pergau offered to review along with Mary Lou Ruttan.		
Costume Call - Monday, May 2 nd rehearsal – all members to bring/wear costumes.		
Transition Music - played by band, discussed.		
Action Items	Person Responsible	Deadline
1. Revisit ensemble mic purchase for Christmas show.	Vision Committee	Fall 2016
2. Research sound recorder apps.	Mike Smith	ASAP
3. Contact Mike Howe re: sound recording app used.	Katie Pergau	ASAP
4. Ask Steve Lewis if he is able/interested to assist in recording a band track for us &/or help Mike Smith.	Amy Lewis	ASAP
5. Advise GC re: use of an extra technician for load in and strike.	Roger Heath	ASAP
6. Fluorescent tape ordered on line using B! Visa Card during meeting.	Marie Keeler	Complete
7. Arrange the use of piano mic.	Roger Heath/ Mike Smith	ASAP
8. Craft outhouse sign.	Sue Heath	ASAP
9. Review and shorten Gilligan’s Island script.	Katie Pergau / Mary Lou Ruttan	ASAP
10. Email membership about costume call.	Costume Committee	ASAP
Cruise Update		
Discussion	Band Track – <i>Discussed in H₂O item above.</i>	
Financial		
Discussion	Year to Date Report	
Jan Aikins received budget report from Treasurer, Amy Lewis, and will review for adjustments. Tabled to next meeting.		
Action Items	Person Responsible	Deadline
1. Review financial report.	Jan Aikins	Next Meeting
Administration		
Discussion	New Bingo Chair Required	
Peter Bogle is resigning from this position. Need a volunteer from choir to assume position in Fall 2016.		
Action Items	Person Responsible	Deadline
1. Email general membership re: volunteer.	Jan Aikins	ASAP
Discussion	Loaning of Light Stand & Bose Stick Speaker	
Light Stand - Don Cameron, technician assisting Mike Smith, asked to use of light stands in exchange for his assistance. Date: May 29/30 th at Monte Carlo Inn, Barrie. Agreement needs to be signed. Cath Hughes can meet. All agreed to this.		
Bose Speaker – Katie Pergau asked if Barrie Music Festival could use this speaker. All agreed to this.		
Action Items	Person Responsible	Deadline
1. Meet Don Cameron at storage unit on an arranged date for light standard and signing of loan agreement.	Cath Hughes	Before May 29th
Discussion	New Bravado! Website	
Is now live and looks fabulous. Only the basic have been added but more will be added after shows.		
Gavin Silberman was commended for his great work on creating this new site.		

Discussion	Scholarship for Barrie Music Festival		
Bravado! is renewing our \$100 pledge to this scholarship.			
Action Items	Person Responsible	Deadline	
1. Submit \$100 to Barrie Music Festival.	Amy Lewis	ASAP	
Discussion	MacLaren Performance Request – May 25 th		
Jan Aikins announced that a request has been made to perform at this function. Discussed whether or not this is a paid event or not.			
Action Items	Person Responsible	Deadline	
1. Peter Bogle to be asked to confirm payment/honourarium from MacLaren.	Jan Aikins	ASAP	
Discussion	Water Fundraiser		
To celebrate International Water Day – March 22, 2016 the choir chose to support The Council of Canadians (Grassy Rivers Women’s Drum Group). A total of \$234 was raised. It was decided to top it up to \$250.			
Action Items	Person Responsible	Deadline	
1. Top up to donation to \$250 and submit.	Amy Lewis	ASAP	
Discussion	Bravado! Tee Shirts & Water Bottles		
Tee Shirts - Marie Keeler presented a sample of B! tee shirt graphic (old format) for review. The supplier has the newer format which will be used on the shirts. Everyone liked it and agreed to proceed with the order.			
Estimated delivery time line – week to 10 days. We hope they arrive in time for April 29 th VAL.			
Water Bottles - Water bottle sample was shown and is available with numerous colours. Single colour bottle approx. \$10. Multiple colours on a bottle increase the cost. Marie asked to get a quote for single colour Bravado! logo with same colour border. MK get price for single colour border around logo.			
Water bottles will be paid for by members.			
Action Items	Person Responsible	Deadline	
1. Order tee shirts.	Marie Keeler	ASAP	
2. Obtain quote for water with a single colour border around logo.	Marie Keeler	ASAP	
Meeting Adjourned – 11:05 pm			
Next Meeting	Tuesday, May 3, 2016	7:15 pm	Ruttan Residence

Minutes submitted by Karen Flynn