

Vision Committee			
Saturday, January 14, 2107		12:30 pm	Ruttan Residence
Attendees	Jan Aikins, Katie Pergau, Cath Hughes, Marie Keeler, Mary Lou Ruttan, Beth Allen, Karen Flynn, Sue Heath, Stephanie McMurren, Chuck Ruttan (Guest)		
Regrets			
Check In & Adoption of Minutes			
Discussion	November 15, 2016 Meeting		
Motion to approve, with changes, made by Sue Heath and seconded by Mary Lou Ruttan. All in favour.			Passed
Suggestion Box			
No submissions.			
Christmas Show Wrap Up			
Discussion	Financial - Miscellaneous		
Gift cards (Vista) are pre-purchased for Kitchen Fairies for the year. Amy Lewis stated that a better tracking system for redeemed cards (receipts) needs to be implemented. She has created a tracking form which she will send to Stephanie McMurren, new Treasurer.			
<b>SOCAN</b> to be paid 3% of ticket revenue of \$15,272.			
Action Items		Person Responsible	Deadline
1. Submit fee to SOCAN.		Mary Lou Ruttan	ASAP
2. eMail gift card tracking form to Treasurer.		Amy Lewis	ASAP
Discussion	Financial - Outstanding Expenses		
newspaper ads-\$1037, Visa charge for Groupanizer website renewal			
Storage Mart & Tourism Barrie are outstanding. Cheques have been sent but not received. Decision made to stop payment on both and re-issue set of postdated cheques to Storage Mart. Amy Lewis will deliver all cheques today.			
Membership Dues – outstanding - music deposit refunds and one member still due. Amy Lewis to send list to Stephanie McMurren.			
Action Items		Person Responsible	Deadline
1. Stop payment on cheques and deliver new ones.		Amy Lewis	Jan. 10, 2017
2. Send list of members & dues payment to Treasurer.		Amy Lewis	ASAP
Discussion	Financial - Profit/Loss - Reports		
Former Treasurer, Amy Lewis, distributed Income Statement Report (Christmas at the Movies, Vegas and Operations) and Profit & Loss Budget vs Actual (July 1, 2016 to Jan. 7, 2017). Colour coding: green=have reached income, red=haven't reached income			
Numerous items were discussed and to be adjusted, where applicable, by Treasurer.			
Keyboard stand to be purchased for use by Accompanist.			
Bingo Report – Amy Lewis to continue with current process. Note: this make come in under budget this year due to reduced number of extra session (more charities involved now).			
Action Items		Person Responsible	Deadline
1. Purchase keyboard stand from Music Pro.		Katie Pergau	ASAP
Discussion	Sponsor Make-Good		
The phone number for Hillyard's Tree Service was incorrect. To make-good a ad with the correct number will be put in the Spring programme plus a post on FB page.			
Action Items		Person Responsible	Deadline
1. Send updated ad to Karen Flynn for programme insertion.		Cath Hughes	ASAP
Discussion	Charity Donations		
Grandmothers to GrandOthers and the Salvation Army are the winning local charities from Christmas show draw.			
Karen Flynn and Sue Heath will contact charities and arrange a time to present cheques and take photos.			
Action Items		Person Responsible	Deadline
1. Arrange cheque presentation with charities.		Sue Heath	ASAP

Discussion	eMail List - Update	
Cath Hughes said that there were minimal patron information received on ticket stubs.		
Marie Keeler was given the stubs for entry into patron database. Illegible names will be contacted by phone, if possible.		
Action Items	Person Responsible	Deadline
1. Update database accordingly.	Marie Keeler	ASAP
<b>Administration – Resolutions</b>		
Discussion	New By-Law re: Membership Classification	
Chuck Ruttan presented the By-law changes that were suggested by Paul Wessenger, Corporate lawyer, regarding the implementing of a new non-performing member classification.		
Discussion ensued – should Board review applications prior to acceptance.		
Resolution re: New By-law Regarding Classes of Membership “Be it resolved that a proposed By-law #4 amending By-law# 1 by the introduction of a new class of membership called non-performing members, be put before the membership at a special meeting for their consideration.”		
Motion to pass this resolution made by Marie Keeler and seconded by Cath Hughes. All in favour. <span style="float: right;">Passed</span>		
Discussion	Corporation Head Office Change	
Motion to accept this resolution made by Sue Heath and seconded by Beth Allen. “Be it resolved that the head office of the Corporation be moved from 33 Owen Street to 18 White Pine Place, Barrie, Ontario L4M 5L7” All in favour. <span style="float: right;">Passed</span>		
Discussion	Honouraria to Vision Board Members	
Without expressing a view on the merits of Frank’s proposal: “Be it resolved that Frank Hutcheson’s motion providing for honouraria for Board members as they stood at November 21, 2016, of \$100 for each member, and \$200 for the President, in the form of gift cards, be put to the membership at a special meeting for their consideration.”		
Motion to pass this resolution made by Beth Allen and seconded by Cath Hughes. All in favour. <span style="float: right;">Passed</span>		
<b>Vision for the Season</b>		
Discussion	5 Year Goal - Deferred	
Discussion	Visioning Meeting – Choir Members	
<b>Agenda Ideas:</b>		
<ul style="list-style-type: none"> <li>• Members’ Resolution</li> <li>• New By-law</li> <li>• Email etiquette / using Groupanizer website</li> </ul>		
<b>Date</b> - Tentative - Saturday, Feb 18		
<b>Venue</b> - Midhurst United Church (MUC)		
<b>Time</b> – Vision would like to schedule the entire day. ½ for meeting and other ½ for choreo. Decision to poll members first before booking.		
Action Items	Person Responsible	Deadline
1. Poll members re: day length & book MUC when date and decision confirmed.	Jan Aikins	ASAP
<b>Appoint Officers</b>		
Discussion	Name Positions	
<b>Officer Appointments:</b>		
President	Jan Aikins	
Vice-President	Marie Keeler	
Treasurer	Stephanie McMurren	
Secretary	Karen Flynn	
All Accepted		
<b>Board Member/Members At Large:</b>		
Beth Allen, Sue Heath, Cath Hughes, Mary Lou Ruttan		
Discussion	Treasurer-Bookkeeper Position	
Amy Lewis willing to do bookkeeping (keep records at her home) and work with Treasurer, Stephanie McMurren. She will meet with the Treasurer on a frequent basis. The will meet and discuss the for division of tasks and responsibilities for both positions.		
QuickBooks Software discussed – need an additional key to share with Treasurer.		

Action Items		Person Responsible	Deadline
1. Obtain QuickBooks additional key for Treasurer.		Amy Lewis	ASAP
Discussion	Transition Tasks – Signing Authorities		
Jan Aikins proposed action to change signing authority to remove Amy Lewis and add Stephanie McMurren.			
Action Items		Person Responsible	Deadline
1. Current signees to coordinate change over. MLR and CH, Amy Lewis.		Mary Lou Ruttan, Cath Hughes & Amy Lewis	ASAP
Discussion	Filing of Director Information		
An updated list of Officers/Directors is required by our bank, Ministry of Government and Consumer Services (Chuck Ruttan) and City of Barrie for Bingo (Jan Aikins).			
Action Items		Person Responsible	Deadline
1. Send list of Officers Chuck Ruttan and Jan Aikins for submission.		Cath Hughes	ASAP
<b>Succession Planning</b>			
Discussion	Update		
The committee has met and has formulated a plan and process. Deadline for resume submission is January 31, 2017.			
Discussion	Ads & Budget		
Stephanie McMurren reported the following ad rates and information. FaceBook ad has been posted. Local Newspaper rates require 2-week package for Barrie Examiner and Orillia Packet & Times. \$110 Orillia rate- \$120 Barrie – overall under \$500. Choirs Ontario – job postings are free. Stephanie to find out how to post. Choral Canada – being checked. Whole Note – Mary Lou Ruttan checking website for posting options. Barrie Department of Culture will allow us to advertise for free.			
Jan Aikins proposed using Director training budget to cover ads. Everyone agreed.			
Action Items		Person Responsible	Deadline
1. Committee members to place ads accordingly.		Stephanie McMurren Mary Lou Ruttan	ASAP
Discussion	Director’s Job Description - Review		
Committee to use wording from job description for the ad.			
Discussion	Pay Scale Review		
Jan Aikins said there is a wide range pay scale, up to \$20,000. King Edward Choir’s Director ranges from \$12,000 to \$15,000 with mileage. Their Director does not live locally. The pay scale range is a budget concern as to where to get the money from since our budget has been set. Katie Pergau asked to review the Director job description plus approximate hours per week spent on B! choir pursuits.			
Action Items		Person Responsible	Deadline
1. Report estimated hours to Selection Committee.		Katie Pergau	ASAP
Discussion	Timelines, Dates		
Resume Deadline – January 31, 2017			
Candidate Selection & Audition with Choir –February			
Final Selection – March and start to work with Katie for the Spring show.			
<b>Spring Show - Vegas</b>			
Discussion	Tagline Objections – With Just the Right Amount of Wrong		
Beth Allen advised Vision that she received an objection to the use of this line. The person felt that there is no right of amount of something that is ‘wrong’.			
Upon discussion, it was decided that this line will be kept but that B! should define what we consider what our ‘wrong’ is. This would be reflected in our posts and advertising. i.e.) guilty pleasures.			

Discussion	Theme Promotional Ideas	
<p><b>Intro/Storyline Theme</b>                  Have an Elvis Impersonator. Mary Lou Ruttan suggested contacting Russ Clayton who does this.                  Audience participation – dressing like Elvis                  Magicians circulating through the audience before show and during intermission.                  Show Opener – Viva Los Vegas with impersonator.                  Cirque de Soleil segment – have young gymnasts dancing.</p>		
<p><b>Social Media Campaign</b> – Elvis related themes discussed.</p>		
<p><b>Guests</b> – Dancers from Moving Art are being invited to perform during Mr. Bogangles (soft shoe).</p>		
<p><b>Band</b> – will be on scaffolding this show. Contact Kempenfelt Community Players.</p>		
Action Items	Person Responsible	Deadline
1. Approach Moving Art dance group.	Katie Pergau	ASAP
2. Call Russ Clayton.	Katie Pergau	ASAP
3. Research local magicians.	Katie Pergau	ASAP
4. Contact Barrie Kempettes Gymnastics Club re: dancers.	Katie Pergau	ASAP
5. Contact Kempenfelt Community Players about scaffolding use.	Katie Pergau	ASAP
Discussion	Set List	
<p><b>Choreo with Etobicoke School of the Arts (ESA)</b> – Prioritize/Learning Curve – A Little Less Conversation is choreo number.</p>		
<p><b>Choreo Saturday – Date</b> – tentative – Saturday, February 18th</p>		
<p><b>Micah Barnes Mentoring</b> - deferred</p>		
<p><b>Costumes</b> – Nothing concrete has been formulated. Mary Lou Ruttan did show sparkly ‘Broadway’ type hats for consideration.</p>		
Discussion	Extra Friday Rehearsal Dates	
<p>Jan. 27, Feb. 10, March 10, April 28 &amp; May 5. Dates will be posted in Groupanizer.</p>		
<p>April 29<sup>th</sup> discussed as a possible choreo review by Adele from ESA.</p>		
Discussion	Administrative	
<p><b>Stage Manager &amp; Crew</b> – Katie Pergau announced that Roger Heath will be our official Stage Manager for this show. Ang Wagner will be asked to assist.</p>		
Action Items	Person Responsible	Deadline
1. Approach Ang Wagner re: Asst. Stage Manager position.	Katie Pergau	Next Meeting
2. Contact Steve Hughes re: tickets.	Jan Aikins	ASAP
Discussion	Delta Boardwalk Bingo Sponsorship	
<p>Jan Aikins spoke about the offer from Delta Boardwalk to sponsor our Spring show and run a charity bingo session before the show and at intermission.</p>		
<p>They will provide all the equipment. Participants will win token which could then be used in a Silent Auction.</p>		
<p>Vision felt that this was good idea.</p>		
<p>Need location to set this up at the College – check availability of the room we used during Kool Britannia show.</p>		
Action Items	Person Responsible	Deadline
1. Contact Rita Kolpak, show works at Georgian, to see if the room by the lobby is available for use.	Jan Aikins	ASAP
<p><b>Christmas Show 2017</b></p>		
Discussion	Theme/Title	
<p>Decision made that the theme will be A Canadian Christmas. No formal title chosen yet.</p>		

<b>Other Business</b>			
Discussion	Bingo Gig – Tuesday, February 14, 2107		
<b>Costumes</b> – Red dresses – Women; black pants & shirts with red ties/bowties – Men			
<b>Set List</b> – love themed songs – list will be posted on Groupanizer.			
<b>Accompaniment</b> – Meaghan Ing will join us on keyboard.			
Discussion	Website Revamp – City of Barrie Grant Adjudication		
Need to ensure that our new graphics are posted with the upcoming review by the City grant committee.			
Cath Hughes said the new graphic in the background and will be working with Gavin Silberman to get it posted as soon as possible.			
Discussion	Skyliners Offer		
Jan Aikins reported Vision that the Skyliners would like to work with B! in the upcoming season. The premise would be small ensemble numbers similar to our Big Band Christmas show.			
Vision feels the offer is worth looking into. Since it is ensemble only and we don't want to impinge on our own rehearsal and show schedule. This offer will be discussed with B! members first.			
There isn't a timeline set for this at this time.			
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>
1. Poll B! membership and proceed from there.		Jan Aikins	ASAP
Discussion	First Light 2017		
Choir perform at this event which takes place at Ste. Marie Among the Hurons in Midland at the beginning of December (Advent).			
It was felt that this would be a good event perform at even though it is around our Christmas show time. More information is needed.			
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>
1. Find out how to apply for this.		Jan Aikins	ASAP
Discussion	Trade Show		
No discussion.			
Discussion	Choirs Ontario Sing – March 5, 2017		
No discussion.			
Discussion	Barrie Music Festival Fundraiser – August 2017 @ Kempenfest		
Katie Pergau asked if B! would be willing to take part in 'The Worlds Largest Cup Percussion' event. This is a fundraiser for the Barrie Music Festival.			
Date & Time: Saturday, August 5 – 11 am with rain date Sunday August 6. At the main stage.			
Vision is interested but members would need to be polled re: off season participation.			
Discussion	Vision Committee Meeting Schedule – 2017 Spring Season		
The following dates have been set. All of them are on a Tuesday evening and held at the Ruttan Residence.			
January 31, February 21, March 21, April 11			
Discussion	Inventory of Costumes		
No discussion.			
<b>Meeting Adjourned – 3:20 pm</b>			
<b>Next Meeting</b>	<b>Tuesday, January 31, 2017</b>	<b>7:15 pm</b>	<b>Ruttan Residence</b>

Minutes Submitted by Karen Flynn