

| Vision Committee | | |
|--|---|------------------|
| Tuesday, March 21, 2017 | | 7:15 pm |
| | | Ruttan Residence |
| Attendees | Jan Aikins, Katie Pergau, Cath Hughes, Marie Keeler, Mary Lou Ruttan, Beth Allen, Karen Flynn, Sue Heath, Stephanie McMurren Guests – Roger Heath, Stage Manager; Beth Elliot, Georgian College Lighting Technician; Mike Smith, Sound Technician; Richard Pearson, B! Promotion Coordinator | |
| Regrets | n/a | |
| Adoption of Minutes | | |
| Discussion | February 21, 2017 Minutes | |
| Motion to approve, without changes, made by Marie Keeler, seconded by Cath Hughes. All in favour. | | Passed |
| Suggestion Box | | |
| Discussion | No Suggestions | |
| VEGAS | | |
| Discussion | Lighting Technician – Stage Direction and Lighting Rough Notes | |
| Roger Heath, Stage Manager, introduced Beth Elliot, Georgian College Lighting Technician. | | |
| Staging matrix distributed and discussed in detail, in particular, all available lighting techniques that Beth Elliot discussed including art deco star shapes. | | |
| Vision Committee was impressed by Beth’s extensive knowledge and lighting suggestions. | | |
| Action Items | Person Responsible | Deadline |
| 1. Send Roger Heath lighting samples for review by B! Vision members. | Beth Elliot | ASAS |
| 2. Forward draft staging matrix to Beth Elliot. | Roger Heath | After Meeting |
| Discussion | Sound & Audio Requirements: Tracks | |
| Mike Smith said that sound requirements are quick straight forward. Wiring to be on one side only so it doesn’t interfere with piano moving. | | |
| Tracks to be used - All You Need is Love and tentatively Ain’t That a Kick in the Head. Katie Pergau said the later track is on an 8 week back order. | | |
| Ensemble mic may or may not be used. Constant moving of mics in the theatre has been an issue in the past. | | |
| Discussion | Theme Promotions Ideas | |
| Intro/Storyline Theme: Vegas – intros on the theme of <i>Just the right amount of wrong</i> – things you didn’t know about Vegas | | |
| Guests – WreckRoom Elvis (impersonator) – Russ Clayton Dancers – Ryan Jacobs coordinating dancers for Mr. Bojangles and Blackbird Magician – Shamus MacGregor Acrobat – Ryan Jacobs – Cyr Wheel Performer Drag Queen – Andrew Nikkanen (Madonna & 2 nd set MC), Mike Howe (Britany Spears), Steve Hughes (Gaga), Perry Coldrick | | |
| Action Items | Person Responsible | Deadline |
| 1. Confirmation of Drag Queen participation and character for Perry Coldrick. | Beth Allen | ASAP |
| Discussion | Set List Review | |
| Finalize order, insert intro breaks, staging ideas. Details logged in stage matrix. | | |
| Katie Pergau highly recommended that the choir membership be given an overview of the entire show including intros, inclusion of guests (drag queens, etc.) so that they have a better understanding of what will happen. Stage matrix isn’t distributed to the choir due to the constantly changing information. Plus, approved minutes are posted after next meeting which leaves it quite late. | | |

| <p>Set 1 Viva Las Vegas - Elvis Impersonator with Choir & Show Girls <i>Welcome - Katie</i> Route 66 Forever Polyester <i>Intro</i> Ain't that a Kick Come Fly with Me My One & Only Love - quartet Mr. Bojangles – soft shoe dancers That's Why the Lady is a Tramp (full choir) Jersey Boys Medley <i>Intro - intermission announcement</i> The Gambler - Russ Clayton A Little Less Conversation</p> | <p>Set 2 Elton John Medley <i>intro</i> Viva La Diva - women ensemble – drag queens Rock with You Celine Dion Medley And So It Goes <i>intro</i> Feelin' Good – Cyr Wheel Performer - Ryan Jacobs It Takes Two Somebody to Love <i>intro</i> Drive My Car Blackbird – Dancers All You Need Is Love – will include all show participants Encore - Danke Schoen</p> | | | | | | | | | |
|--|---|----------------------------------|--------------------|----------|---|-------------|------|---|--------------------------|----------------------------------|
| <table border="1"> <thead> <tr> <th>Action Items</th> <th>Person Responsible</th> <th>Deadline</th> </tr> </thead> <tbody> <tr> <td>1. Forward updated stage matrix to Karen Flynn for distribution with Minutes.</td> <td>Roger Heath</td> <td>ASAP</td> </tr> <tr> <td>2. Update choir on detailed show content.</td> <td>Vision Committee Members</td> <td>March 27th Rehearsal</td> </tr> </tbody> </table> | | Action Items | Person Responsible | Deadline | 1. Forward updated stage matrix to Karen Flynn for distribution with Minutes. | Roger Heath | ASAP | 2. Update choir on detailed show content. | Vision Committee Members | March 27 th Rehearsal |
| Action Items | Person Responsible | Deadline | | | | | | | | |
| 1. Forward updated stage matrix to Karen Flynn for distribution with Minutes. | Roger Heath | ASAP | | | | | | | | |
| 2. Update choir on detailed show content. | Vision Committee Members | March 27 th Rehearsal | | | | | | | | |
| Discussion | Costumes & Props | | | | | | | | | |
| Choir costume parade – Monday, March 27 th – email reminder to membership. | | | | | | | | | | |
| Show girl costumes arranged by Costume Committee. Suggested show girls from choir discussed. KCP – Mary Lou Ruttan. Beth Allen to contact South Simcoe Theatre for show girl costumes. | | | | | | | | | | |
| Drag Queen costumes will be assembled/arranged by Costume Committee. | | | | | | | | | | |
| Sue Heath outlined money spent so far from the \$3000 budgeted. Approx. \$2500 estimated. Blue dresses being made by Karen McDonough & Sue Heath. Dressmaker charge - \$270 to 300 (multi-layer dress). | | | | | | | | | | |
| Prop - Inflatable balls, boas, glittery hats, steering wheels. | | | | | | | | | | |
| Elvis Sideburns & Jean Jackets with bling (women to buy own bling/sparkle) – leather for men. | | | | | | | | | | |
| Action Items | | Person Responsible | | | | | | | | |
| 1. Contact KCP and South Simcoe Theatre re: show girl costumes. | | Mary Lou Ruttan Beth Allen | | | | | | | | |
| 2. Email costume parade reminder. | | Sue Heath | | | | | | | | |
| Deadline | | ASAP Before Mar. 27 | | | | | | | | |
| Discussion | Backdrop Ideas | | | | | | | | | |
| Jan Aikins discussed creative ideas with Beth Elliot re: feasibility. | | | | | | | | | | |
| Discussion | Programme | | | | | | | | | |
| Inclusions – bios – What's Your 'Just The Right Amount of Wrong' for you. | | | | | | | | | | |
| Who performed each song. Katie Pergau will provide detail for Karen Flynn. | | | | | | | | | | |
| Ads – Sponsor Placement for Delta (back inside) BDO (front inside), Storage Mart (back), Staffing Connection/Level A (interior colour) | | | | | | | | | | |
| Action Items | | Person Responsible | | | | | | | | |
| 1. Send bio email to membership. Bio submission deadline is Monday, April 24. | | Karen Flynn | | | | | | | | |
| 2. Send song performer list for inclusion in programme. | | Katie Pergau | | | | | | | | |
| Deadline | | ASAP ASAP | | | | | | | | |
| Discussion | Delta Casino Night Details | | | | | | | | | |
| Staging Logistics – Venue – located in lobby/hallways. Delta providing all staffing. | | | | | | | | | | |
| Pre-Show – to be run 1.5 before show and for first part of intermission. Prize winners to be announced, in the theatre, just prior to second set. | | | | | | | | | | |
| Magician will also circulate in the same timeframe as casino. | | | | | | | | | | |
| Prizing – two-part ticket to be used. Participants then deposits one side in the prize box they want to win. | | | | | | | | | | |
| Prizes still be worked on. Ideas - gift baskets compiled by each section in choir – gift baskets filled with themed items and include 2 tickets to next show. More to information to be given to membership. | | | | | | | | | | |
| Promotion – Charity Tie-in – In keeping with our community charity mandate, Jan Aikins brought forth the idea of serving 'mocktails', | | | | | | | | | | |

| | | |
|--|---|---------------|
| non-alcoholic drinks during intermission. Patron donations (free will) would be directed to a Georgian College campus groups mission in support of alcohol and pregnancy awareness. Rita Kolpak to get contact for Jan Aikins. B! would buy ingredients. | | |
| Action Items | Person Responsible | Deadline |
| 1. Advise choir of the prize setup. | Jan Aikins | ASAP |
| Discussion | Contract/Tickets | |
| Renter Tickets – Jan Aikins announced that contract has been completed and that ticket sales are now live on the City’s Theatre tickethub. Our renter tickets will be ready later this week. Stephanie McMurren has offered to pick them up. | | |
| Service Fee Cheque – required to cover \$2.13 service fee for 500 renter tickets. | | |
| Tracking Protocol – City had waived voucher system for us. | | |
| Comp. Ticket List – Scott Herman’s requested that comps for Friday night show be given to two local business or person who are known to post positive comments on FaceBook. The intent is that the followers will read and purchase tickets for Saturday show. Decision made to comp tickets to Scott Hurst and Marshall Green. | | |
| Additional Comps Needed for: Christmas show winners (3 winners get 2 each), Storage Mart (6), Delta Bingo (6), Scott Boyer (2) | | |
| Action Items | Person Responsible | Deadline |
| 1. Pick up renter tickets from box office when advised by Jan Aikins. | Stephanie McMurren | When Notified |
| Promotion | | |
| Discussion | Finalized Poster | |
| Poster/Rack Card Location Tracking list will be available next Monday. | | |
| Discussion | Social Media Campaign – Update | |
| Cath Hughes outlined the plan coordinated with Scott Herman and Tanner Greatrix. | | |
| Outlined the plan – 6-8 vignettes planned. Working with Tanner, pet wedding, and even more. Stay tuned! Also planned - Bill Le Boeuf (jeweler) Jackson Toyota (car), Moving Art, Hamley’s Tea & Coffee. | | |
| B! Promotion Committee (Richard Pearson & Rita Kolpak) will collaborate too. | | |
| Discussion | Promotion Strategy | |
| Curbex – Richard Pearson contacted them for pricing. 5’ x 9’ size pricing - \$434/month includes graphic design setup and delivery. Content-KISS-Tom Aikin can provide tips. | | |
| B! responsible for obtaining landlord permission. | | |
| Possible location venues - Storage Mart – Bell Farm / Delta Bingo / May Court Club. | | |
| Signage script – develop once final sign type and location determined. Wording needs to be kept to a minimum. | | |
| Rental of 2 signs rentals instead of newspapers due to waning readership. | | |
| Richard suggested use of sandwich boards. Katie Pergau mentioned that a double sided coreplas with sand filled stand costs\$280 to purchase for storefront placement. Purchasing means reusable. | | |
| Future Consideration for the ‘Vintage’ group – bus trip. Contact the Waterford Retirement Facility and Amica. | | |
| Mary Lou Ruttan mentioned that a new Barrie Mobile App is looking for local arts group to advertise with them. | | |
| Action Items | Person Responsible | Deadline |
| 1. Contact May Court regarding sign. | Sue Heath | ASAP |
| 2. Contact Delta Bingo regarding sign and inquire about magnetic(re-useable) sign cost. | Jan Aikins | ASAP |
| 3. Contact Storage Mart regarding sign | Katie Pergau | ASAP |
| 4. Contact EmbroidMe regarding sign located at Essa Rd & 400 Ramp and additional pricing on Curbex signs. | Richard Pearson | ASAP |
| 5. Contact the above-mentioned retirement facilities re: bus trip. | Beth Allen | ASAP |
| Discussion | Media Challenge at Delta Bingo – April 29th | |
| Ozz from Rock95 is up for the challenge again this year. Unfortunately, this date conflicts with our Choreo day. | | |
| Suggested that members head down on lunch break to participate. | | |
| Choreo Refresher Day | | |
| Discussion | Saturday, April 29 th | |
| Need to confirm Adele MacKenzie’s (ESA) availability. | | |
| Will need risers. No plan arranged yet. | | |

| Action Items | | Person Responsible | Deadline |
|---|--|--------------------|----------------------------------|
| 1. Confirm Adele’s availability for the 29 th . | | Katie Pergau | ASAP |
| Discussion | Agenda | | |
| Micah Barnes – Katie Pergau said he is currently out of town so unsure of his availability. | | | |
| Financial | | | |
| Discussion | Department of Culture (DOC) Grant | | |
| We have been awarded our requested \$4000 grant. Overall feedback from committee was good. | | | |
| Discussion | Update – Manage Income Shortfall | | |
| Jan Aikins reported that the budget Bingo amount of \$15,000 may not be met. We are currently at about \$9000 and with projections for averaged income to be earned in coming months, there will likely be a shortfall of about \$2500. | | | |
| Discussed monies could be taken from unused advertising budget or not use Micah Barnes’ services this season. No decision made. | | | |
| Discussion | Asset Inventory – No Discussion | | |
| Discussion | Vista Card – Reallocation Returned Cards from Vision Committee Members | | |
| Decision made to reallocate to Miscellaneous category. Approx. \$800 returned. | | | |
| Mary Lou Ruttan was gifted \$100 Zehrs card to be used for Vision Committee refreshments. Previously she purchased these out of her own pocket. | | | |
| Fundraising | | | |
| Discussion | Bingo Charity Night – April 25 – Extra Funds? – No Discussion | | |
| Discussion | Alliston – May 27 th | | |
| As part of our ‘take the show on the road’, we have been asked to perform a condensed version of Vegas on this date at St. John’s United Church in Alliston. This is an evening show and Katie Pergau can conduct but unable to be there for setup. | | | |
| Poll membership at next rehearsal re: availability and if a go, who can help setup equipment in Katie’s stead. | | | |
| Action Items | | Person Responsible | Deadline |
| 1. Poll membership re: accepting this invitation. | | Katie Pergau | March 27 th rehearsal |
| Discussion | Value Village Fundraising Idea | | |
| Beth Allen suggested that we look into this. Any donations (clothing) made to Value Village would give us a % of money back. It’s similar to the May Court project but men’s and children’s clothing can be donated instead of just women’s. | | | |
| General membership to be asked if they would like to proceed with this. | | | |
| Action Items | | Person Responsible | Deadline |
| 1. Poll membership re: interest in participating. | | Beth Allen | March 27 th rehearsal |
| Other | | | |
| Discussion | Sponsorship Agreements - No Discussion | | |
| Discussion | Draft Member Application - No Discussion | | |
| Discussion | Job Description Manual Editor Needed - No Discussion | | |
| Discussion | Meaghan Ing’s Leave | | |
| While she is on maternity leave we now need to find a replacement. | | | |
| It was decided that the following Vision members will use their contact list to seek out potential candidates and report back. Jan Aikins, Katie Pergau, Stephanie McMurren. | | | |
| Meeting Adjourned – 11:42 pm | | | |
| Next Meeting | Tuesday, April 11, 2017 | 7:15 pm | Ruttan Residence |