

Vision Committee		
Tuesday, November 21, 2017		7:00 pm
		Ruttan Residence
Attendees	Jan Aikins, Marianne Derow (via Messenger), Cath Hughes, Marie Keeler, Mary Lou Ruttan, Karen Flynn, Sue Heath, Stephanie McMurren, Angela Wagner (Stage Manager)	
Regrets	Beth Allen	
Check In & Adoption of Minutes		
Discussion	November 8, 2017 Minutes	
Motion to approve made by Stephanie McMurren, seconded by Sue Heath. All in favour.		Passed
Suggestion Box		
<ul style="list-style-type: none"> <li>In my past choir, the Director put together vocal tracks for each part for each song. We could then listen &amp; learn notes and words. Recordings had the part in one side (eg) left and all parts in the other side (eg. right). This allowed either just listening to your part and then eventually listening to all parts so you could practice with all parts.</li> </ul>		
Discussed the feasibility of hiring someone to create and be compensated by members.		
General Administration		
Discussion	ChoralFest Update	
Jan Aikins attended this meeting with Marianne Derow yesterday. Huronia Symphony Orchestra has incorporated this into their subscription season. Miscommunication between Creative Economy (City of Barrie, formerly Dept. of Culture) and local music groups has caused some issues. City doesn't have money to support this event. Money may have to come from grant submissions i.e.) Trillium, etc.		
Different format is planned - mass choir comprised from local choral groups - no mandatory attendance - separate rehearsals.		
Directors have agreed to keep meeting event though no funds have been allocated nor a venue large enough to accommodate an orchestra and choir.		
Date - Saturday, April 14, 2018		
Discussion	City of Barrie Grant	
This is due the week after our show. Jan Aikins is working on it.		
Future Themes		
Discussion	Shifting of the Season	
Exploring the feasibility of holding our shows at different times in both the Christmas (Winter) and Spring seasons. To alleviate the competition for patrons during the same time periods as other Arts groups.		
Ideas for a 'Winter' show:		
<ul style="list-style-type: none"> <li>Kitchen Party</li> <li>12 Days After Christmas (beginning of January-concern that the choir and patrons may lose holiday momentum even though it's not necessarily a Christmas show entirely.)</li> <li>Skating at City Hall Rotunda - serve hot chocolate and do a concert there.</li> </ul>		
Discussion	Song Selection Committee	
Marie Keeler sent message to Marianne Derow re: will she be using the Music Selection Committee or selecting songs as per theme.		
Cath Hughes, Music Librarian, needs to have list no later than the middle of December.		
A Canadian Christmas Eh!		
Discussion	Saturday, November 25 <sup>th</sup> Rehearsal at Salvation Army Church - Prep	
11:00 am - Bob and Doug rehearsal with Marianne Derow. Choir would like to run through the entire show.		
Ang Wagner, Stage Manager, will be there. Use of mics, props, etc.		
Email to be sent to general member re: time (Noon-5 pm), venue address and that only snacks will be available, no lunch.		
Action Items	Person Responsible	Deadline
1. Assist Marianne Derow with setup for rehearsal.	Stephanie McMurren	Nov. 25
2. Ask Tanner Greatrix to bring his sound equipment.	Sue Heath	ASAP
3. Send email to members re: rehearsal details.	Stephanie McMurren	ASAP
Discussion	Ticket Sales	
Monitoring Scheme - sales are not going well at this time. 92 Friday, 25 matinee, 65 Saturday + requests for 175 Friday and 55 Saturdays.		

Discussed ideas to help promote.			
Invoice – Stephanie McMurren has issued an official invoice to Canadian Crane for tickets sold to them by Frank Hutcheson.			
Rogers TV spot has been cancelled, by them, which is usually a good ticket seller.			
Discussion	Comp Tickets for Friday Welcome Reception		
Marie Keeler reported that the invite has been sent out and has received 3 responses from local directors.			
No response has been received from City Councilors.			
Discussion	Promotion – Social Media Hits		
Cath Hughes reported that the Soprano, Alto and Tenor videos post are a hit on FaceBook. 'Likes' range from hundreds to thousands. Yay!			
Groupanizer – Documents area needs a little maintenance. i.e.) removal of old set list, re-organizing of Vision Minutes – categorized by fiscal year dates.			
Action Items		Person Responsible	Deadline
1. Groupanizer document area maintenance.		Cath Hughes-Set Lists Karen Flynn-Minutes	January 2018
Discussion	Refreshments		
Due to the low response to local Director's we shouldn't need a lot of extra food trays for reception.			
Backstage – not discussed			
Discussion	Programme		
Karen Flynn reported that this is almost ready for review by Vision. Sending copy for review within the next day.			
Ordering 500 to be printed.			
Projected ad revenue - \$2975 for the year. Section ad recruitment was a great success.			
Action Items		Person Responsible	Deadline
1. Send PDF draft to Vision for final review.		Karen Flynn	ASAP
Discussion	Ushers		
Karen Wilton is Front of House an Usher Coordinator to assist her since it's her first time.			
Usher names will be included in the Lobby video display.			
Action Items		Person Responsible	Deadline
1. Work with Karen Wilton re: usher coordinating.		Jan Aikins	Show time
<b>Item</b>			
Discussion	Video Recording		
Brian Backland is the videographer. He will produce DVDs (\$20) for purchase too.			
He will be offered a \$100 honourarium. Need to know how much of a deposit he requires.			
Action Items		Person Responsible	Deadline
1. Ask about deposit amount.		Chuck Ruttan	ASAP
Discussion	Matinee Activities		
Craft Setup - 7 craft stations are needed – 10 tables			
Downstairs room is the only one available.			
14ft inflated Snowman will be set up outside			
Patrons to enter via the main entrance and be directed downstairs by ushers.			
Santa's Mailbox is being designed by Tom Aikins.			
Mary Lou Ruttan to check on the craft needs. Rita Kolpak is helping. All call out to member assistance will be done too. (12:30 pm)			
Matinee Audience Participation - Twelve Days of Christmas – traditional song – Sue has penned an email and will send it out closer to show time.			
Action Items		Person Responsible	Deadline
1. Send out Matinee Audience participation email to members.		Sue Heath	Nov. 30 <sup>th</sup>

Discussion	Load In Logistics		
Stephanie McMurren and Cath Hughes coordinating the Wednesday load in in Jan Aikin’s absence. Jan Aikins has contacted all member volunteers re: instructions. List of Equipment – Mike Smith in charge of sound equipment, discussed the extensive non sound equipment need too.			
Church logistics discussed – moving altar, etc.; sound set up; screen in SL choir loft area.			
Discussed Hockey Song set- up – extend hockey heritage videos, choir entry			
Discussion	Honourarium List		
Band - Allan Halford, Ralph Johnson and Paul Everett-\$500 each			
Guests - Scott Boyer & Mike Howe – The McKenzie Brothers- \$75 each			
Last minute change in Traditional Opening - drumming folks have changed. Wayne Monague only-\$400			
Mabel Moon - \$200 – she has invoiced us.			
Gas cards – Stephanie McMurren has them for Mike Smith and Brian Cloes - \$100 each			
Discussion	Lobby Display		
Photo Op for missing people is set for Monday November 27 <sup>th</sup> rehearsal. Jan Aikins has a list of names.			
Cash box for ornament table & ticket table – Steph McMurren made note of these.			
Bravado! stamp has arrived and has been given to Donna Greatrix for ornaments.			
Ushers will man the ornament table. Ask Donna Greatrix if she can assist with setup.			
Action Items	Person Responsible	Deadline	
1. Ask Donna Greatrix to assist with ornament setup.	Jan Aikins	ASAP	
Discussion	Slide Review		
Ang Wagner presented, Vision discussed. Changes made.			
Discussion	Set List Review		
Stage Manager to send updated stage matrix to Director from detailed discussion.			
Ang Wagner will contact Collier Street lighting technician and send lighting cues. His attendance is required at the tech dress rehearsal.			
Action Items	Person Responsible	Deadline	
1. Send updated matrix to Marianne Derow & contact lighting technician.	Ang Wagner	ASAP	
<b>Future Gigs</b>			
RVH & MacLaren Christmas – December 4 <sup>th</sup> rehearsal go over set list.			
Other Gigs - <i>Deferred</i>			
<b>Meeting Adjourned – 10:05 pm</b>			
Next Meeting	TBD		

Minutes submitted by Karen Flynn