

Vision Committee		
January 30, 2018	7:15 pm	Ruttan Residence
Attendees	Jan Aikins, Marie Keeler, Mary Lou Ruttan, Karen Flynn, Sue Heath, Stephanie McMurren	
Regrets	Marianne Derow, Beth Allen, Cath Hughes	
Check In & Adoption of Minutes		
Discussion	January 16, 2018 Minutes	
Minutes were not available for approval. However, notes were distributed by Secretary. For those who were able to review these, no omissions were noted. Minutes will be sent for review.		
Suggestion Box		
Discussion	No Submissions - NIL	
General Administration		
Discussion	Implementation of Check In Words from Jan. 16 th Meeting	
The most popular word from that meeting was 'enjoyment'. Vision felt that we need to reiterate our core values.		
An email will be send to general membership announcing the posting of the Bravado! Job Description manual on Groupanizer and highlight the 'membership' roles and responsibilities.		
Action Items	Person Responsible	Deadline
1. Send email to re: Job Description Manual.	Jan Aikins	ASASP
Discussion	Setup/Tear Down Matrix - Update	
Brainstorming took place to assist Marie Keeler in the setup of this process. Items needing to be addressed: sound equipment; tear down stage elements – riser crew and pack skirts, etc. prep for loading; scaffolding crew; lobby; dressing/green room; prop collection and packing; loading trailer (need to know the packing order; coordinating other hauling vehicles for excess equipment;		
Logistics – determine the number of members on a specific 'team' lead by a volunteer 'Captain'. Members then sign up for a specific team.		
Action Items	Person Responsible	Deadline
1. Contact Brian Cloes re: loading trailer.	Marie Keeler	ASAP
Discussion	Fundraising - Update	
Boston Pizza - Jan Aikins contacted them and is awaiting their response. April would be the best, if this is a viable event.		
Value Village - Jan Aikins has the Value Village fundraising promotion package which she reviewed. Funds are determined by weight of donated items. Timeline: 1st or 2 nd week of April. Beth Allen has been asked to coordinate but awaiting her response.		
Discussion	Draft – Member At Large Application Form	
Draft document, created by Beth Allen, was distributed for review. This form is more for a non-performing position rather than a Board member position. Changes were suggested. Marie Keeler to update the document for final review next meeting.		
Action Items	Person Responsible	Deadline
1. Update document.	Marie Keeler	Next Meeting
Discussion	Social Media Guideline	
Jan Aikins spoke on this topic from information gleaned from an on line social media policy. We feel we should draft a guideline rather than a policy. Items to consider:		
<ul style="list-style-type: none"> • Who posts? What can be posted? Confidentiality. Privacy • Commenting – who posts and who replies. • Watch copyright • Quality matters – spell checker/grammar/graphic resolution • Consequences to not following guideline/policy 		
Discussion	VAL Dates & Venue - Tentative	
VAL – Friday, April 13 th – Poll choir via email then follow up at next rehearsal.		
If this is unavailable, try Tollendale.		
Action Items	Person Responsible	Deadline
1. Email members re: interest in back to back rehearsal days. See Extra Rehearsal Dates item for details.	Sue Heath	Next Rehearsal

Discussion	Charity Donations	
<p>Terry Fox Foundation – Sending a B! letter and why we are donating the funds. Sick Kids Walk – donate to sponsor Walk instead of Foundation. Waiting until sponsor page is available. Winner pictures from show to be used but need permission to publish. Permission has been received for Sick Kids winner. Need permission for posting picture on our Facebook and website for Terry Fox winner.</p>		
Action Items	Person Responsible	Deadline
1. Send B! letterhead file to Sue Heath.	Karen Flynn	ASAP
2. Get permission to publish picture from Michelle Helmond.	Karen Flynn	ASAP
Discussion	Outstanding Ad Invoices from Christmas Show	
Payment has been received.		
Bravado for All Seasons		
Discussion	Stage Manager – Confirmed	
Stage Manager is Jen Burns. She is to be invited to March 20th Vision meeting. Stephanie McMurren to forward her the stage manager job description.		
Action Items	Person Responsible	Deadline
1. Email job description to Jen Burns.	Stephanie McMurren	ASAP
Discussion	Georgian College Contract Negotiations - Ongoing	
Discussion	Meeting with Marianne – Set List Order, Learning Tracks.	
No meeting date has been set but she will send final setup list to Vision as soon as possible.		
<p>Learning Tracks – Money has been budgeted for this. Marianne Derow has talked with Tanner Greatrix re: creating the men’s parts but needs someone to do the female tracks. Mary Lou Ruttan said she help out but unable to do all female tracks but will see if Katie Pergau would be interested. Newer members to be asked which tracks/songs they feel they really need.</p>		
Action Items	Person Responsible	Deadline
1. Contact Katie Pergau re: learning track assistance.	Mary Lou Ruttan	ASAP
2. Confirm Tanner Greatrix’s assistance.	Marianne Derow	ASAP
Discussion	Choreo Saturday & Extra Rehearsal Dates - Tentative	
<p>March 3rd - Choreo Rehearsal with Adele from ESA – noon to 6. Monster Mash is slotted for choreo. Choreo budgeted \$800. VAL - Friday, April 13th – refer to VAL date and venue for more information. April 14th – Full Day Rehearsal for songs choreographed and staged. May 5th – Band rehearsal March Break (March 12th to 16th) Marianne Derow is away but we can use it as an extra catch up rehearsal Monday.</p>		
Discussion	Theme & Staging Ideas	
Scheme for Intros – use of ‘Weather Man’ as MC; Canadian weather ‘rants’ a la Rick Mercer;		
Staging – band on scaffold is the favoured location.		
Set Decoration – tree trunk as main feature and fly from above changing leaves colours for each season.		
Staging Meeting – Saturday, March 3 rd – 9 to 11. Stephanie McMurren checking with Jen Burns re: availability.		
Action Items	Person Responsible	Deadline
1. Contact Stage Manager re: March 3 rd availability.	Stephanie McMurren	ASAP
Discussion	Marianne’s Notes – Questions/Answers	
We have documented our ideas from above, taking in the notes she sent to Jan. Jan forwarding these back her.		
Special Guests - \$800 budgeted. She would like a flute player for Song for the Mira and dancers for other pieces. Marianne would like to poll the choir to sing ‘Do You Want To Build A Snowman’ with a Children’s chorus. Vision approved.		
Action Items	Person Responsible	Deadline
1. Send notes re: themes, set list and staging ideas to Marianne.	Jan Aikins	ASAP

Discussion	Costume - Update		
<p>Men - black shirt and pants; women - black top and black pants or skirt - flat black - no sparkles Fall - Men- gold vest; Women - orange Winter - Men-silver striped tie; Women - multiple choices of black jacket with silver sequins or silver scarf or white vests Spring - Men - pastel ties; Women - pastel scarves Summer - Men - green ascots; Women - yellow scarves Black announcement to be sent out now. Sue Heath to send out email. Women to wear a specific colour (nightshade) and brand of hose. Only applies to those wearing dresses.</p>			
Action Items	Person Responsible	Deadline	
1. Email general membership re: basic black wardrobe.	Sue Heath	ASAP	
Discussion	Promotion Plan		
Curbex - multiple signs on trash bins in April leading into May. Rita Kolpak working on this			
Discussion	Social Media Campaign		
Media Lead confirmed. Lisa Hickling-Miller has accepted this position.			
Ideas - hippy dippy weather man; women with umbrellas (are they naked or not behind them); seasons of love (Mother and child, youth - first kiss, etc.)			
Discussion	Organizing with Seniors Residences		
Stephanie McMurren to email Noella Kappel, who volunteered to organize these.			
Future Gigs			
Discussion	Salvation Army		
Stephanie McMurren reported that she hasn't spoken with them because the person is away right now.			
Discussion	Skyliners Collaboration - Update		
<p>Jan Aikins attended their Board meeting recently and talked with Marianne Derow then summarized their collaboration ideas. Skyliners are interested in doing a joint show with us again. Their concern is the how the choir would be mic'd. Suggested that a better sound balance would be by performing pieces in small groups instead of large choir group. This would be over and above learning our own repertoire but use songs from our previous joint show and build upon repertoire from Marianne's connection with ESA. Poll the choir re: participation 'who would like to up to the challenge of singing in a small group and learning music'. No dates have been set. Jan Aikins to advise Skyliners that we are considering this venture.</p>			
Action Items	Person Responsible	Deadline	
1. Poll the choir re: learning of extra repertoire.	Marianne Derow	Next Rehearsal	
Future Themes			
Discussion	Brainstorm		
Jan Aikins suggested a 'Decades' theme starting from the 1920's up to an including present decade. Costume ideas were also discussed. Vision felt this was definitely doable.			
Meeting Adjourned - 10:05 pm			
Next Meeting	Tuesday, February 20, 2018	7:15 pm	Ruttan Residence

Minutes submitted by Karen Flynn