

Vision Committee			
Tuesday, May 1, 2018		7:15	Hughes Residence
Attendees	Jan Aikins, Marianne Derow (via Skype), Cath Hughes, Marie Keeler, Karen Flynn, Sue Heath, Stephanie McMurren, Guest: Jenn Burns (Stage Manager)		
Regrets	Mary Lou Ruttan, Beth Allen		
Check In & Adoption of Minutes			
Discussion	April 19, 2018 Meeting		
Motion to approve, without changes, made by Cath Hughes, seconded by Stephanie McMurren. All in favour.			Passed
Suggestion Box			
<ul style="list-style-type: none"> MUCH LESS CHOREO PLEASE. It takes a toll on the singing for many members; although some think they can do both. Let's please be honest. At least 60% of us should not. I am honest and I am in the 60%. Feel our music is suffering because of the overabundance of choreography & movement. We are a choir that moves <u>NOT</u> a theatre production. 			
Discussion Outcome – This show has more choreo than most and includes 2 pieces by Adele from ESA (more difficult but awesome). Start earlier with choreo and know the song before we start choreo; consistently rehearse them each week rather than closer to showtime; rehearse the song on its own too; keep practicing.			
General Administration			
Discussion	Bingo Winnings – Media Challenge – April 14		
This challenge was cancelled due to the ice storm. \$1000 available has been split amongst the six groups that were to participate. Our portion will be on our next Bingo cheque.			
Discussion	Bingo License Renewal		
Deadline is May 14 th right after our shows.			
Discussion	Tear Down Matrix – Next Steps		
Marie Keeler reported that all members except one has signed up.			
Task Priority – 2 main things to be done first are sound and risers then the backdrops, stage stuff, etc.			
Choir to be given a 20-minute pre-strike period then transition to assigned tasks.			
Orientation for Groups – Marie to touch base with Team captains and have them organize their teams for orientation.			
Trailer Load and Unload at Storage Unit has a short fall in volunteers.			
Poll members strike the night or next morning Sunday			
Action Items	Person Responsible	Deadline	
1. Poll members re: when to load out trailer.	Marie Keeler	Next Rehearsal	
Discussion	Georgian Theatre		
Lottery Phone In to reserve theatre for 2019 - Date is May 1 st at 9 am. Jan Aikins is compiling list of members to phone in.			
2019 Dates to Reserve – 1 st - May 1 st to 4 th ; 2 nd – May 8 th to 11 th			
2019 Rate Increase - Rates go up as of May, 2018 at a 2% increase. Doesn't affect us because we signed contract last year. We are still looking at other venues. Future planning – plan a day to visit available venues – Summer or Fall.			
Discussion	City Hall – Display Case - Tear Down		
This needs to be vacated as of today. Sue Heath has offered to clear it out tomorrow.			
Discussion	Honourarium		
Frank Hutcheson to received \$100 to keep in line with other guests.			
Discussion	Celebrate Barrie – Band Tracks		
Need band tracks if our application is accepted. Should know within the next week or so.			
Jan Aikins to confer with Marianne Derow.			
Action Items	Person Responsible	Deadline	
1. Discuss band tracks with Marianne.	Jan Aikins	ASAP	

Bravado For All Seasons		
Discussion	Saturday Band Rehearsal Agenda	
	<ul style="list-style-type: none"> Frank Hutcheson, Weatherman, arriving at 2. Props will be in house. No costume changes. AM – all band/instrumentalist pieces – PM run full show. Call times – 10:00 setup – 10:30 start Lunch Break – 2:00 pm – Pizza and salads to be provided. 	
Discussion	Complimentary Ticket List	
	Katie Pergau wants 3 for Saturday – leaving with them with Steve; Karen Flynn to check with Storage Mart; Tickets are needed for all volunteers who sit in the theatre; (yes, we pay the surcharge on these tickets!) i.e.) Sheila Crosby, Beth Allen. Christmas Winner (2) – Jason Helmond – Karen Flynn to contact re: which show.	
Discussion	Children’s Agreement	
	Jenn Burns, Stage Manager, has this all under control. Agreements have been delivered to parents, child minding process and people set, sign-out sheet (using same process as KCP) will be done in the hallway.	
Discussion	Usher Orientation	
	Jenn Burns will review this with them. A strictly enforced dress code is enforced. Noncompliance will result in an extra fee.	
Discussion	Refreshments	
	Rita Kolpak still liaising with College but has been unsuccessful. No response from The Last Class at this time. Order: 50 ice cream; 3 doz cookies; 20 cups apple cider @ \$1.90 and go from there. Need to know if they will refrigerate the ice cream sandwiches.	
	Stephanie McMurren – will take responsibility to procure required groceries - cups, serviettes, etc.	
	Water dispenser – no use of plastic bottles.	
	Jan Aikins to set up seasonal refreshment tables on show nights.	
Discussion	Videographer	
	Jan Aikins sent quote from Sprout Wise Media (Josh Doerkson), via email, prior to meeting.	
	Jan explained the quote in detail. Only recording May 11 th show. South Simcoe Theatre – their promotional video is what prompted us to contact him.	
	Charge \$25 per DVD to recoup cost from members. Make this a promotional and use (\$679 left in the budget) to cover. Approved by Vision to go ahead.	
Discussion	Set Design Update	
	Completion Tasks - went well last Sunday but waiting for backdrop support parts to dry. This Sunday need to do the door and the wiring of lights on the tree.	
Discussion	Winter Scene Change & Lighting	
	Due to the type of lights that are being used on the 'tree' for this season (multiple battery packs to be turned on), it was decided to close the curtain during the transition from Fall (Monster Mash) to Winter. Stage crew will manually turn on/off. Frank’s intro to be done on apron.	
	Jan Aikins in conference with Beth Elliot and has ordered the 4 season icon Gobos, patio lights for summer	
Discussion	Dry Ice Machine Rental	
	Jenn Burns discussed, in detail, dry ice rental. \$60/day rental. Wednesday for 4 days. Dry ice – need 10 kg for 10 minutes of mist. \$200 rental machine plus \$2.25 a kg for 10 minutes' worth – approx. \$350 + HST.	
	Pickup by Marianne each day. Jenn Burns to supply a cooler for transport. Jenn Burns to confirm.	
Action Items	Person Responsible	Deadline
1. Confirm pick up details with Marianne.	Jenn Burns	ASAP
2. Pick up machine and ice supply.	Marianne Derow	As Planned
Discussion	Rehearsal with Weatherman	
	Rehearsal for Frank Hutcheson to be scheduled for a dry run prior to shows. Possibly prior to 2 pm Lighting Level check on the Thursday.	
Discussion	Set List Review	
	Final review – no revisions required except Winter transition mentioned above.	

Discussion	Costumes and Props		
<p>What is still needed: Pink jackets for Grease Medley - Jenn Burns is unable to get them from her source. Marie Keeler is ordering 3 online. Lab Coats - Jenn is unable to get them from her source. Cath Hughes may be able to get some. Weatherman is able to supply most of his props. Rap costume discussed.</p>			
Action Items		Person Responsible	Deadline
1. Complete online order.		Marie Keeler	ASAP
Discussion	Programme Printing		
Stephanie McMurren confirmed that 600 were printed last Spring. Same quantity to be printed this year.			
Print deadline is May 4 th .			
Action Items		Person Responsible	Deadline
1. Contact Tom Aikins re: quantity to print.		Karen Flynn	ASAP
Discussion	Flyers		
Richard Pearson, Promotion Committee member, has arranged to have 400 flyers delivered in his neighbourhood with an incentive for patrons who attend the show to get their flyer stamped for a for a Robinson's Home Hardware gift certificate.			
Discussion	Seniors Complex - Update		
Sue Heath to follow up with Amica.			
Discussion	Video Campaign		
FaceBook Boost Reports - Cath Hughes reported that the Summer video has had 2058 views and 1150 have watched that video.			
Weatherman video is the last one to be posted.			
Discussion	Load In List - Meeting - Saturday, May 5, 2018 - 9 am		
Attendees - Jan Aikins, Jenn Burns, Walter Fischer			
Email storage unit needs to be Jan.			
Future Gigs			
Discussion	Boston Pizza Fundraiser - Wednesday, May 30, 2018		
Extra activities discussed - Small group ensembles to sing; Name that Tune - sing first line; prize - tickets to next show			
Jan to ask re: Boston Pizza (BP) coupons for prizes. Template of poster - still waiting to receive from BP.			
Discussion	Salvation Army Update - <i>Deferred</i>		
Discussion	Skyliners Update - <i>Deferred</i>		
Meeting Adjourned – 9:15 pm			
Next Meeting - End of Year Planning	Saturday, June 16, 2018	Time TBD	Aikins Residence

Minutes submitted by Karen Flynn