

Vision Committee		
September 19, 2018		7:15 pm
		Ruttan Residence
Attendees	Jan Aikins, Marianne Derow (via Messenger Video Chat), Cath Hughes, Marie Keeler (via Messenger Video Chat), Mary Lou Ruttan, Karen Flynn, Sue Heath, Stephanie McMurren	
Regrets	Beth Allen	
Check In & Adoption of Minutes		
Discussion	June 16, 2018 Minutes	
Motion to approve, pending re-formatting by Karen Flynn, by Stephanie McMurren, seconded by Sue Heath. All in favour. Passed		
Suggestion Box		
<ul style="list-style-type: none"> More cowbells 		
Bravado! Kids		
Discussion	Process So Far, Preview Projected Costs vs Revenue, Review Feasibility, Strategize Work Plan and Agreement	
Vision discussed concerns that we are overbudget and official business plan/process wasn't in place prior to starting the group. Current registration fees will not cover the proposed budget. Marianne Derow joined discussion at 8:30 pm. Jan Aikins summarized discussion outcome.		
Discussion Outcome: Agreement to be set with the following items:		
<ol style="list-style-type: none"> Bravado will subsidize \$5000 subsidize for year (2 shows) for operating costs; one time only to a max of \$5000. Measure of success - pilot for a year - must be self sufficient by the end of the year. Expectation of parental participation, using our task list, to share in the work to run both B! and B! Kids i.e.) bingo volunteer, etc. Selling point for parental participation - a unique opportunity for the kids and they are part of the whole choir. future monies - i.e.) ticket sales - will they want the funds to go directly to them? options discussed re: process taken (1190 annual, if we nixed MDs fee). Fundraise for B! Kids via GoFundMe - Marianne to start the process. Too late for youth grants this year. Marianne will delay her fee until the beginning of the new year once we have seen the revenue. Waived fee reduces the shortfall (currently 1190) and sponsorship would increase the fee and remainder to go to the next year. 		
Children's Ticket Pricing - deferred for future consideration.		
Action Items	Person Responsible	Deadline
1. Finalize agreement and present to Vision.	Jan Aikins	October 9 or sooner
2. Initialize GoFundMe process.	Marianne Derow	ASAP
Budget Review		
Discussion	Year End Stalled - AGM Date - No Date Set	
Frank Hutcheson is unable to audit our books in time for a Fall AGM. No date set at this time.		
Discussion	Review Propose Budget (as circulated)	
Stephanie McMurren lead the discussion of the circulated budget.		
The proposed budget was compiled lowering some revenue expectations to reduce the current deficit of \$3350. This amount does not include pending grant applications and B! Kids agreement.		
Misc. Cost Cuts:		
<ul style="list-style-type: none"> Reduce number of programmes printed Christmas & Spring Show - no charity fund event but will do a drive of some sort Choreo - reduced budget will not include Adele McKenzie, ESA Costume - reduced 		
A big thank you to Stephanie and Jan Aikins for working up the budget.		
Action Items	Person Responsible	Deadline
1. Update the budget as discussed.	Stephanie McMurren	Next Meeting
2. Once budget is approved, post a copy with the Minutes.	Karen Flynn	Budget Approval
Discussion	Fundraising Ideas	
<ul style="list-style-type: none"> Singalong Night No Event Event (Virtual Valentine show) Boston Pizza - do this again but at South End. Note: process has changed which could net us less than last time. Silent Auction netted us the most funds. Bonspiel 		

Discussion	Sponsorship/Ads Strategy	
We desperately need sponsorship. Marianne has volunteered but she needs local contact to 'get in the door'. This will include a letter of introduction.		
Members to be tasked to submit at least one sponsor/contact that they personally know.		
Action Items	Person Responsible	Deadline
1. Speak to choir about sponsor challenge.	Jan Aikins	ASAP
Discussion	City of Barrie Grant	
Jan Aikins has started this process due to a beginning of December deadline (showtime!).		
Amount - Need to know whether or not the B! Kids (not incorporated) can be submitted separately &/or can 2 projects from the same group be considered. This will determine the amount.		
Action Items	Person Responsible	Deadline
1. Contact City re: submissions.	Jan Aikins	ASAP
Old Business		
Discussion	Completed Actions	
<ul style="list-style-type: none"> • Donation to Seasons Centre for Grieving Children-completed • City of Barrie Georgian College Bill Reconciled- Thanks to Stephanie McMurren for resolving this. • Video digital version distributed - Many DVDs had issues so a link was emailed for members to save a digital file by Sept. 22, 2018. • Ticket revenue collected/closed - has been paid and closed off. 		
Discussion	Amy Lewis, Bookkeeper, Proposal Outcome	
Amy has decided to remain our bookkeeper and has waived the \$600 transition fee offered in exchange for a ½ page ad in our Christmas and Spring programmes.		
Amy to still train Stephanie McMurren on QuickBooks.		
Action Items	Person Responsible	Deadline
1. Reserve ½ page ad in both programmes.	Karen Flynn	ASAP
Discussion	Kempenfest Report	
B! received \$2400 for manning the main stage gates. Shifts were well populated but it is noted that same people are doing multiple shifts.		
Discussion	Celebrate Barrie & Women & Children's Crisis Centre Gigs - Feedback	
Celebrate Barrie - Marianne Derow felt that this was successful but would ask for a better timeslot (afternoon) if we do it again.		
Women's & Children's Crisis Centre - event gave us minimal exposure.		
Future Consideration - develop a gig criteria process.		
Action Items	Person Responsible	Deadline
1. Explore development of gig criteria process.	Vision Committee	Future
Discussion	Audition Feedback	
Organization was good with the assistance from B! helpers.		
Last minute cancellations were an issue - 24 signed up and only 4 auditioned.		
Discussion	Videographer Set for Christmas	
Brian Backland will be our videographer and hopefully for the Spring show too. Fee \$600 which will be recouped from DVD/file sales. Thanks to Chuck Ruttan for arranging.		
Discussion	ChoralFest	
Jan Aikins has yet to hear back from them.		

Discussion	Storage Unit Clean Up Date & Keyholders	
Saturday, September 22 set. Jan Aikins, Cath Hughes and Sue Heath have volunteered. Thanks, girls!		
Keyholders – Jan Aikins has Marianne’s key since she doesn’t require access. Key to be given to Brian Cloes.		
Discussed purchase of new storage bins with better ‘locking’ lids.		
Action Items	Person Responsible	Deadline
1. Update keyholder list on Groupanizer.	Jan Aikins	ASAP
Discussion	Stage Manager Meeting	
A meeting date between Jan Aikins and Jen Burns, Stage Manager, is pending. Jan will advise Vision when date is set.		
David Busby Gig		
Discussion	Date – Friday, November 2, 2018 – Barrie Country Club	
Repertoire – perform four songs from Christmas show to coordinate with their own slide show.		
Venue – Barrie Golf and Country Club		
Equipment – no risers; Marianne Derow says they have a sound person and is awaiting detail.		
Accompanist – Meaghan Ing may or may not play since this is a non paying gig. Marianne to ask her.		
Costume – more formal attire and will outfit ourselves using a red/black theme.		
Action Items	Person Responsible	Deadline
1. Approach Meaghan donating here time re: accompanying.	Marianne Derow	ASAP
Christmastravaganza 2018		
Discussion	Contract & Room Needed	
Stephanie McMurren to contact Collier Street United Church.		
Discussion	Theme Elements	
Red Carpet/Extravaganza – Costume Committee to discuss		
Discussion	Revise Graphic	
Discussed changing to a Griswold Roof Christmas light in keeping with the extravaganza theme.		
Contact Phone Number - Cath Hughes' home phone 705-739-1637		
Action Items	Person Responsible	Deadline
1. Arrange graphic change with graphic designer.	Jan Aikins	ASAP
Discussion	MC Scheme/Ideas	
MC interview audience members (dressed up?) on the Red Carpet.		
Lobby Display Ideas – Griswold Christmas theme – lots of lights and ‘tacky’ decorations.		
Discussion	Children’s Show Repertoire / Theme	
Songs from evening shows will be used. Marianne Derow to create set list for planning.		
Marianne would like to use a ballerina in this show (\$250 allotted). Moving Art was suggested as a starting point.		
Action Items	Person Responsible	Deadline
1. Create matinee set list.	Marianne Derow	ASAP
Discussion	Salvation Army Gig – Sunday, December 9	
This is a joint event with them. A thank you for the use of their facility for rehearsals last year.		
Event is 1.5 hours with an intermission. Marianne to create a set list of 6 or 7 songs from show.		
Action Items	Person Responsible	Deadline
1. Create gig set list.	Marianne Derow	ASAP

Crisis of Energy		
Discussion	Down Several Members	
Concern over reduction in members discussed. Currently we have 24 singers. This greatly affects our proposed membership fee budget which was based on 30 members per season.		
Discussion	AGM – Board Recruitment	
Two positions are available with the leaving of Beth Allen and Cath Hughes.		
The reminder of committee will stand again for nomination.		
Discussion	Bingo Chair/Volunteers	
We need a Bingo Chairperson. Flo Delkus, Bingo Chairperson, has tendered her resignation as of December 31, 2018.		
Discussion	Social Media	
Cath Hughes has resigned from the committee. Lisa Hickling Miller and Scott Herman have volunteered. Vision will look at the task list sign up for additional volunteers.		
Note: Committee needs to be vigilant in posting.		
Discussion	Sponsorship Lead	
Marianne Derow has taken the lead on this and has been conferring with Marketing experts for ideas/process, etc.. See member challenge in Sponsorship/Ad Strategy item above.		
Spring 2019		
Discussion	Circus Theme Review	
Marianne Derow and Jan Aikins have the promotional material from A2D2 an aerial acrobat/circus company.		
Marianne has spoken with A2D2 to explore a cost reduction using a non-union performer. She needs to talk with re: develop their act to match our song theme.		
Marianne has given Beth Elliot's name, Georgian College technician, to circus person re: building structure for aerial rigging.		
Alternate venues discussed if Georgian is unable to accommodate this - Essa Agriplex.		
Action Items	Person Responsible	Deadline
1. Follow up with A2D2 and Beth Elliot.	Marianne Derow	ASAP
2. Contact Essa Agriplex re: venue feasibility.	Jan Aikins	ASAP
Discussion	Finalize Idea Before Christmas	
Spring theme must be finalized before Christmas show. Need Save the Date graphic for promotional and planning purposes.		
Plan B if Circus theme doesn't work out – Songwriters' Circle.		
Discussion	Venue Scouting (list/appts)	
Venue visit is deferred until Marianne has contacted Beth Elliott re: rigging feasibility.		
Future Gigs		
Discussion	Casino Rama – Saturday, November 24, 2018 – <i>Tentative</i>	
Mary Lou Ruttan reported that we have been scouted to perform to a dinner-like theatre (800 people) there. If chosen, we would be part of a 3 or 4 act show including a headliner. Approx. 25 minute show repertoire needed.		
Time frame – 4 pm to 8 or 9 pm. Meal included.		
Fee schedule from last year will be used.		
Songs used for Celebrate Barrie promo to be sent to Marianne for submission.		
Skyliners – Deferred		
Action Items	Person Responsible	Deadline
1. Forward last year's email to Marianne for reference.	Mary Lou Ruttan	ASAP
2. Forward Celebrate Barrie promo files to Marianne.	Cath Hughes	ASAP
3. Announce 'save the date' to membership.	Jan Aikins	Next rehearsal

Parking Lot		
Social Media Guideline - <i>deferred</i>		
Member at Large Application Form – Sue Heath will contact Beth Allen for status details.		
Action Items	Person Responsible	Deadline
1. Contact Beth Allen re: application form.	Sue Heath	ASAP
Next Vision Meeting Schedule		
Dates set for Tuesday evenings:		
October 9	November 6	January 15
October 23	November 20	February 19
		March 5
		March 19
		April 16
		April 30
Action Items	Person Responsible	Deadline
1. Mark your calendars.	Vision Committee	
Meeting Adjourned – 10:45 pm		
Next Meeting	Tuesday, October 9, 2018	7:15 pm
		Ruttan Residence

Minutes submitted by Karen Flynn