

Vision Committee			
November 20, 2018		7:15 pm	Ruttan Residence
Attendees	Jan Aikins, Marianne Derow (via phone), Cath Hughes, Marie Keeler, Mary Lou Ruttan, Karen Flynn, Sue Heath, Stephanie McMurren, Lisa Hickling Miller		
Check In & Adoption of Minutes			
Discussion	November 6, 2018		
Motion to approve, without changes, made by Mary Lou Ruttan, seconded by Stephanie McMurren. All in favour.			Passed
Suggestion Box			
<ul style="list-style-type: none">Victoria Secret line is a little too blunt & could hurt one's feelings Narrator is aware of the concern.			
Administration			
Discussion	City of Barrie Grant – Deadline December 7		
Jan Aikins reported that she is having issues opening files from the City so is unable to work on it. She has advised the City. This puts pressure on the Treasurer too.			
Discussion	Membership Issues		
Discussed the reasons three members left and how to get their B! property – costumes, music, tickets, etc.			
Moving forward when recruiting new members.			
<ul style="list-style-type: none">Youth element – involve their parents re: expectations prior to acceptance so that an informed decision is made.Mentorship with new members to get a pulse of the situation before probationary period is over.			
Discussion	Spring Music Order		
Cath Hughes, Librarian said it is a short window for January start up with most music in digital format. It will be ready.			
Marianne email the choir re: their song choices with a deadline.			
Action Items		Person Responsible	Deadline
1. Email membership re: Circus themed songs.		Marianne Derow	ASAP
Discussion	B! Kids Fee Return		
This fee will be prorated at a % of fee paid for the child who left this month. Treasurer has calculated the amount.			
Christmastravaganza 2018			
Discussion	Admin		
Ad Competition – Karen reported that there is a 3-way tie between Altos, Basses and Sopranos with 3 each. Tenors have one. We decided to leave it until Spring show to even it up.			
Honourarium List – Due to the passing of George Jonescu, Tom Aikins has offered to step into his 'Waldorf' role. Tom has waived his fee.			
Andrew Shropshire (Sound Tech) - \$100; Mike Smith & Brian Cloes – gas cards @ \$100 each; Brian Backland (videographer) – members purchasing DVDs will cover at least have the cost of \$600.			
Headshots – due to short timeline it was decided not to do them this time.			
Church Decorations & Food Bank - Decorations will be done. Food Drive Setup by Church – Steph to ensure that this is done. Email to member to remind patrons to bring a donation to food bank. Lisa FaceBook blast re: donation and specific needs.			
Arrange with Usher Coordinators, Sheri Lind & Ang Wagner, set up of food drive prize tickets – 1 ticket for each item. Sue Heath has tickets rolls.			
Load In Logistics			
Wednesday, Nov. 28 th			
<ul style="list-style-type: none">11 am – meet with Mike Smith1 truck two trips to storage (Steph may have a line on betting another truck)Noon – unload risers at church. Steph to see if we can unload earlier at the Church12:30 – back to storage			
Vision to list special needs from storage prior to Wednesday i.e.) mirrors, clothes racks, etc.			
Friday, Nov 29 th			
<ul style="list-style-type: none">2 pm – set up lobby display.			
Video – Jan to confirm with Chuck Ruttan re: videographer detail.			
Rogers TV Setup – Steve McEwon to check out venue on the 28 th and video Friday evening show.			
Ushers - Sue Heath said Ang Wagner & Sheri Lind are having problems getting enough to man both nights and matinee. Names were suggested. Sue to reply to Sheri and Ang with suggestions.			

Tear Down Matrix – Marie Keeler to announce at next rehearsal that members MUST sign up for at least one task. No one to go home until all is done.			
Social Media – Lisa to post ‘Griswold’ like house on FB.			
Matinee – Cath’s inflatable Santa will be used again.			
After Party (potluck) – Jan to ask at Monday’s rehearsal re: date and venue.			
Tickets for Special Needs Person – It was decided that the choir will donate 2 tickets as a one-time gift rather than a discount. Marianne to advise, via email, our decision. Space will need to be reserved for them too.			
Action Items		Person Responsible	Deadline
1. Email members re: reminder for food drive		Jan Aikins	ASAP
2. Post FaceBook blast.		Lisa Hickling-Miller	ASAP
3. Arrange with Usher Coordinators re: food drive tickets.		Jan Aikins	ASAP
4. Contact Usher Coordinators re: names to contact.		Sue Heath	ASAP
5. Investigate getting another truck.		Stephanie McMurren	ASAP
6. Tear Down Matrix sign up announcement.		Marie Keeler	Next Rehearsal
7. Email choir re: call times.		Marianne Derow	Next Rehearsal
8. Poll choir re: dates for party.		Jan Aikins	Next Rehearsal
9. Respond to Special Needs ticket request.		Marianne Derow	ASAP
Discussion		Matinee	
Setup Santa Inflatable – Cath Hughes will bring and have it setup.			
Crafts Update – Mary Lou needs signage for directions to lower level, choir members to assist. Lisa to ask at next rehearsal.			
Readthrough – Monday call 5 pm for Santa & Mrs. Claus. 6 pm for choir.			
Props – Lisa to bring doll house. Santa’s suitcase needs funny things. Jan to coordinate on behalf of Santa.			
Stage Matrix – Sue will create this for Mike Smith, Sound Tech. Sue to come early on Monday to review skit.			
Action Items		Person Responsible	Deadline
1. Solicit members to help with crafts.		Lisa Hickling-Miller	Next Rehearsal
2. Create matinee stage matrix.		Sue Heather	Tech Dress Rehearsal
Discussion		Theme/Set List Order	
Intro Adjustments – discussed and revised some the of the ‘Curmudgeon’s’ jokes for appropriateness.			
Scott’s Intro – Jan to review and script. He must stay on script.			
Lobby Photo – (B! Celebrity Shots) – Jan to ask for volunteers (shoppers in the audience?) at next rehearsal. Be in lobby after doors open at 7 until 7:50 when places called. Member to take photos.			
Staging Props Still Needed – Toys, Tree, garland and railing cover discussed in detail and noted in the matrix. B! has purchased an artificial tree.			
Refining Stage Directions – Staging Matrix – Stage Manager, Sue Heath, noting/updating detail. Will send to membership upon completion. Russ Price (ringer singer) will be with the band and dressed in black. Who knew that Santa would be singing in the men’s ensemble. 😊			
Lighting Cues – Need Spotlight – No, decided not to use it this time. Marianne is working on the show lighting. More brainstorming to be done re: Curmudgeon’s lighting – they will switch on/off on their own.			
Discussion		Programme	
Collier’s Table Insert – Karen said that it has been received from Lianne Patterson and inserted.			
Incorporate Circus Graphic – ‘Cirque to la Musique’ – room has been reserved.			
Print Quantity – 400 printed – After show note: not enough to give copies to members.			
George Jonescu Memorial – Karen to pen a blurb with photos of him from our past shows available on Flickr. Choir donating \$100 to Holland Bloorview Kids Rehabilitation in Toronto.			

Salvation Army Gig		
Discussion	Sunday, December 9 – 3 pm – Salvation Army Citadel – Lillian Cres., Barrie	
Rehearsal – December 3 – Midhurst United – Marianne to email reminder. Call times to be determined after consulting Pastor Andrew.		
Costume – same as show.		
Equipment Required – need risers and tracks from show to be used. No sound equipment required.		
Set List – not finalized yet. Need more tracks from sound board (Mike Smith)		
Action Items	Person Responsible	Deadline
1. Reminder email re: rehearsal and call times.	Marianne Derow	Before Dec. 3
2. Contact Pastor Andrew re: sound requirements and sound check time.	Stephanie McMurren	ASAP
Miscellaneous		
Discussion	Spring Show Costumes	
Costume Committee to meet in early January to finalize.		
Meeting Adjourned – 9:45 pm		
Next Meeting	Tuesday, January 15, 2019	

Minutes submitted by Karen Flynn