

Vision Committee		
Tuesday, January 15, 2019		7:15 pm
		Ruttan Residence
Attendees	Jan Aikins, Marie Keeler, Mary Lou Ruttan, Karen Flynn, Sue Heath, Stephanie McMurren, Lisa Hickling Miller, Guests – Donna Greatrix, Chuck Ruttan, Steve Hughes	
Regrets	Marianne Derow, Cath Hughes	
Check In & Adoption of Minutes		
Discussion	November 20, 2018	
Motion to approve, without changes, by Lisa Hickling-Miller, seconded by Stephanie McMurren. All in favour.		Passed
Suggestion Box		
<ul style="list-style-type: none"> <li>We need a good strategy for social media for the Circus show!! Hasn't been great for a while. Ideas are being worked on.</li> <li>Skits should be scripted earlier &amp; run thru' from about a month before to polish the lines &amp; delivery &amp; help cast &amp; crew to time them. Duly noted for future shows.</li> <li>For future shows door open should be at least 45 mins prior to showtime. Georgian Theatre lobby can accommodate long lines so will remain at 30 minutes but 'church' venues will be extended to 45 minutes.</li> </ul>		
The following suggestions are being forwarded to Marianne for future discussion.		
<ul style="list-style-type: none"> <li>Re: Dress Rehearsal – <u>Tech</u> needs to be a run through of ins and outs NOT the entire show. Choir needs to know where they need to e &amp; when. Dress needs to be a true dress rehearsal (minus costume). Start to finish with <u>no</u> stops.</li> <li>We should have an encore. The audience expects &amp; appreciates it.</li> <li>Minimum age requirement should be 18.</li> <li>Members should have more input on auditionees; especially if they are way off tune even in a melody.</li> </ul>		
Christmastravaganza 2018		
Discussion	Debrief	
<p><b>Ticket Sales Summary</b> – Steve Hughes distributed a Year Over Year Ticket (2014 – 2018) summary, via email, for Vision's review. Steve spoke about the category breakdown, in particular, does the number of members affect sales or not.</p> <ul style="list-style-type: none"> <li>➤ Overall, he felt the totals were not too disappointing. Average number of tickets sold by members hasn't changed that much despite a recent decline. Online sales were good and feel that it's attracting new and some younger patrons.</li> <li>➤ Seasons tickets was brought up. We need to plan a full year in advance instead of one show at a time.</li> <li>➤ B! Kids sales weren't as high as hoped. From discussion, communication between B! and B! Kids parents re: our expectation of their involvement needs to improve prior to next show. A B! Kids membership doc to be created and a liaison between B! and parents assigned. Stephanie McMurren has volunteered to do this.</li> </ul>		
<p><b>Financial</b> – Treasurer reported the following although she still needs to meet with Amy Lewis, Bookkeeper to finalize totals:  <b>Outstanding Invoices</b> – Programme printing invoice is still due from Tom Aikins.  <b>Over budget</b> on gifts. Mostly due to the gifts for Mike Smith and Flo Delkus who left the flock.  <b>Budgeted money saved</b> – B! Kids rehearsal accompanist not used.  <b>Overall</b>, didn't do too badly. Approx. \$3000 profit (to be finalized).  <b>Treasurer's Responsibilities</b> – Stephanie said that if she doesn't get QuickBooks training from Amy soon or she may have to rethink the responsibilities of this job. Names of potential trainer candidates were discussed and will be contacted.  <b>Music Deposit Return</b> – Jason's refund will be given but Christine's won't be. She hasn't returned a jacket.</p>		
<p><b>Rogers TV Feedback</b> – Video was good but disappointed that some of our 'better' song selection not included. This may have been due to Socan royalty fees for some songs. It was mentioned that family members watched the entire Rogers Holiday 2018 series and felt ours was the best by far. Decided to wait until the DVD is available before deciding what clips should be used for promotional material.</p>		
Action Items	Person Responsible	Deadline
1. Create a B! Kids members manual from document distributed in the Fall.	Marie Keeler	ASAP
2. Contact potential QuickBooks trainers.	Donna Greatrix	ASAP
Administration		
Discussion	Recruitment of New Members/Auditions	
We now have three returning members – Peter Bogle, Jenny Senior & Mike Sullivan. Five were signed up to audition but only our former members turned up. Welcome back!		
Bring a Friend to Choir Night – This item, mentioned at our first rehearsal, that we bring any friends who are or might be interested in joining us attend a rehearsal. It was decided to defer until later in the season with recruitment for next year. People would get a better picture of what we do once we are closer to 'off page'. Tentative date – Monday, March 4 <sup>th</sup> . For promotional purpose Snap'd will be contacted.		

Action Items	Person Responsible	Deadline
1. Advise member of Bring a Friend date.	Jan Aikins	ASAP
2. Ask Rita Kolpak, Promotions Coordinator, to contact Snap'd.	Jan Aikins	ASAP
Discussion	Fundraising Ideas	
Jan Aikins announced that Tom Aikins has resigned from Kempenfest which means that we may not get an opportunity to man the stage gates this year. Major changes are in the works for Kempenfest too.		
Other Fundraising Ideas – Boston Pizza at Mapleview (south) location; Pancake Breakfast at Applebee's. We sell tickets they provide the food.; Sing-a-Long Night – similar to Choir! Choir! Choir! – hold at a local pub/restaurant, invite local choristers. Hold after Victoria weekend, Marianne to be involved too.		
Action Items	Person Responsible	Deadline
1. Check out Pancake Breakfast event.	Lisa Hickling-Miller	ASAP
Discussion	Update Library Listing	
Martha Chown from the Barrie Public Library contacted Mary Lou re: updating Community Listing. Our contact numbers & names plus the upcoming show have been updated.		
Discussion	City of Barrie Event Guide Listing	
Submission deadline is January 25 <sup>th</sup> . Spring & Christmas shows need to be inserted. Promotions Coordinator, Rita Kolpak, to be asked to do this. Awaiting confirmation of venue for Christmas 2019 show.		
Action Items	Person Responsible	Deadline
1. Ask Rita to submit once venue confirmed.	Jan Aikins	Before Jan. 25 <sup>th</sup>
Discussion	Loan of Equipment to Kempenfelt Community Players (KCP) – Shrek	
Jen Burns, KCP Stage Manager asked to borrow 4 mic stands and 3 mics. Return Feb 18 <sup>th</sup> . Vision approved. Sue Heath to deal with Jen.		
Action Items	Person Responsible	Deadline
2. Arrange the loaning of equipment & loan agreement.	Sue Heath	ASAP
Discussion	Trailer Insurance Issues	
Chuck Ruttan spoke to the letter he distributed, via email, regarding trailer ownership and insurance. Vision decided to switch the ownership from Jim Giffen, former B! member, to Brian Cloes who currently hauls the trailer. It was also decided not to insure the actual trailer which resides at Bertram's & Sons yard.		
After a discussion led by Chuck and Stephanie it was resolved that Chuck would have Brian Cloes check with his insurer re-coverage when he tows the trailer, and report back.		
Action Items	Person Responsible	Deadline
1. Contact Brian Cloes re: discussion outcome.	Chuck Ruttan	Feb. 19 <sup>th</sup> or sooner.
Discussion	Curbox – Rotating Promo Ads	
Our contract runs until the end of April 2019. Currently, ads are for member recruitment but spring show needs to be posted as soon as show name and graphic is done.		
<b>Spring Show 2019</b>		
Discussion	Costume Ideas Including Kids	
Costume Committee provided tons of costumes samples. Thanks for all your work so far.		
The theme focuses on quirky and colourful similar to Cirque de Soleil style and not Bozo the Clown		
Kids will be dressed in similar, maybe all the same, costumes. This is not a final decision.		
Costume Committee will work with members individually to come up with an appropriate costume for each member. Sue Heath will work with the men and Mary Lou Ruttan, Donna Greatrix and Marie Keeler will work with the women.		
Photo samples will be sent, via email, so that members can get an idea of what's expected and what they would feel comfortable in. Members to meet with Costume folks on Monday, January 21 <sup>st</sup> 6:30.		
Committee would prefer to spend money on makeup rather than costumes. Virginia Dennis, Mabel Moon, to be asked to teach us how to do our own. This will alleviate the time to 'make' the entire choir up prior to the show.		
Action Items	Person Responsible	Deadline
1. Advise members of costume meeting.	Marie Keeler	Before Jan. 21
2. Contact Virginia Dennis.	Jan Aikins	ASAP

Discussion	Name of the Show	
The Circus is Coming was used only as a save the date title. Since our circus theme likens to 'Cirque du Soleil' we should use Cirque in the title, if possible. Sue Heath asked to consult with Linda Blom, former member, and a French teacher (same as Sue, that's the teacher part not former member) re: grammatically correct 'cirque' title. i.e. Cirque du/de la Musique.		
Action Items	Person Responsible	Deadline
1. Contact Linda Blom.	Sue Heath	ASAP
Discussion	Circus Performers – Rigging at Georgian Theatre	
Still have not heard from either our circus troop, A2D2, nor the College about this.		
Discussion	Intro Scheme – MC?	
Decided to go with a Narrator rather than a Ringleader. Cirque de Soleil use narrators.		
Discussion	Set List & Choreo Designation	
It's imperative that we know which songs need choreo especially since Adele from ESA is creating one. Marianne is working on this.		
Jan Aikins to send notes taken tonight to Marianne.		
Action Items	Person Responsible	Deadline
1. Send notes to Marianne.	Jan Aikins	ASAP
Discussion	Learning Tracks	
We definitely want these again. It was noted that some of the publishers of our songs have tracks available. Marie Keeler to work with Cath Hughes with obtaining/researching this.		
Tracks that aren't available via a publisher to be done our Meaghan Ing. She will be contacted once we know the learning order deadline from Marianne.		
Action Items	Person Responsible	Deadline
1. Work with Cath Hughes re: publisher learning tracks.	Marie Keeler	ASAP
2. Contact Meaghan Ing re: creation of prioritized learning tracks.	Jan Aikins	ASAP
Discussion	Rehearsal Schedule	
Marianne is working on it this week.		
Action Items	Person Responsible	Deadline
1. Create schedule.	Marianne Derow	Jan. 21 Rehearsal
Discussion	Stage Manager	
We need one. Names discussed – Paul McDonough.		
Action Items	Person Responsible	Deadline
2. Contact Paul.	Jan Akins	ASAP
<b>Christmas 2019</b>		
Discussion	Theme Name: Comfy Christmas/Comfort and Joy	
Comfort and Joy is the title. Yes, comfy pajama pants and slippers will be part of the costuming.		
Discussion	Date & Venue	
Since Collier Street United Church is not available with our preferred dates of Dec 6 & 7 other venues are being researched. Available dates Nov. 29 & 30 <sup>th</sup> (too early) or Dec. 13 & 14 (too late).		
Venues to check out – Bethal Community Church on St. Vincent St. they have a new sanctuary. Check availability and possible visit with Marianne on Jan. 21. Bayfield Mall theatres – they've been vacant for a while.		
Dates – if none of the above venues work. Collier St. will be booked for the November dates.		
Action Items	Person Responsible	Deadline
1. Contact Bethal Community Church.	Sue Heath	ASAP
2. Contact Bayfield Mall re: theatres.	Marie Keeler	ASAP

<b>Miscellaneous</b>			
Discussion	New Head Mics Needed		
For the record, ours need to be replaced and possibly buy more, if budget allows. No action at this time.			
<b>Future Shows</b>			
Discussion	Commission a Piece by Leslie Arden - <i>Deferred</i>		
<b>Meeting Adjourned – 10:55 pm</b>			
Next Meeting	Tuesday, February 19, 2019	7:15 pm	Ruttan Residence

Minutes submitted by Karen Flynn