



# North Grenville Community Theatre

(Kemptville Players Inc.)

Annual General Meeting – July 18<sup>th</sup>, 2023

Manual Life Conference Room

**Attendees:** Steve Wendt, Darrell Nunn, Caroline Matheson, Richard Pickard, Paul Rochon, Caroline Paterson, Debbie MacGillivray, Anna Rochon, Lee Gaw, Cathie Raina, Larisa Christensen and Catherine Potts-Halpin, Dave Lang, Krista Lang, Anik Whyte, Al Billiald, Alyson Reid, Genvevieve Findley-Griffin, Sharon Sangster, Helen and Dirk Visbach and Findlay Kiwaird.

**Item 1. Approval of Agenda** – Catherine made a motion to approve. Seconded by Helen. Agenda approved by all.

**Item 2. Approval of Minutes** – AGM June 22nd, 2022

Richard made a motion to approve and Catherine seconded. Minutes were approved by all.

**Item 3. A Bit of Theatre**

Trapper was performed by Alyson Reid and Al Billiald. It was enjoyed by all.

**4. Executive Reports**

**4.1 President's Report**

Steve stated that the Executive followed the Constitution and By-Laws as close as possible this year. Several of the years performances and events were mentioned in his report. He also acknowledged that we had a part in Hay Day in the toy area with Barbara Stiles and that Paul participates in the Blood Donor Clinics where he takes time to promote NGCT. He stated that since our participation with ITR in our first travelling road show we have a special relationship with them. We are involved with their 50<sup>th</sup> Anniversary celebrations which includes an All-Day Community Theatre Groups event. There are seven amateur groups involved. Darrell will be doing a work shop on “The Use of Voice”. The all-day event will take place on Sept. 9<sup>th</sup> from 10am to 5pm.

#### **4.2 Vice President’s Report**

Romance on the Road travelling shows were well received this year. The format had changed and we received more feedback. Hobson’s Choice is well on its way and Anik will be the producer, co-director and has a small role in the play. We are back to the Parish Hall where the acoustics and seats are much better than the Municipal Centre.

#### **4.3 Treasurer’s Report**

Richard went over the cover page of his reports and stated that the GIC interest rates are better this year. The Shirley Valentine play lost some money but The Admirable Crichton did well and we captured some of the loses. We are in the red by \$2218.77 this year. We have 62 members 14 of which are new. Bursaries were given out to NGDHS and SMCHS and we received a lovely thank you from Sophia Duda who was one of the recipients.

Richard also mentioned that there are 726 businesses in the Kemptville and this should be noted when developing a sponsorship program.

#### **4.4 Other Reports**

**4.4.1 Compliance Report** – Steve explained the purpose of the report and stated that because of amount of money we deal with it is not necessary for us to use an auditor to review our books. We only need to have a member go over the books with the Treasurer. Paul reviewed with Richard.

#### **4.4.2 Producers Reports**

Debbie commented that a lot of what was mentioned in the Producers Reports was already in the Production Guidelines in the Constitution and By-Laws. Steve stated that it is important that producers pay attention to those guidelines.

#### **4.4.3 Costume Hut**

Steve reported that we had to move from the Costume Hut in Oxford Mills by order of the Municipality. Because the Municipality felt badly about having to give us short notice, they would subsidize our new location, Bell Hall on the Kemptville Campus, until December. He noted that it is heated, has lights and no little creatures.

#### **4.4.4 Webmaster**

Steve stated that we have a new Webmaster, Raul Rodriguez. His work is as a webmaster. He will be re-designing the system as well as looking into how we can do online ticketing. This is his top priority. Raul to speak to Catherine on this matter.

#### **Item 4.5 EODL**

Paul explained the One Act Play Festival which consists of nine different plays from nine different theatre groups who compete against one another. So far four groups put in applications. The one act play is 25 to 60 minutes in length and the audience gets to hear what the adjudicator says about each one which is a learning experience for anyone who attends. The NGCT Committee consists of: Front of House - Debbie MacGillivray; Treasurer – Richard Pickard; Lights and Sound -Terry Watkiss; Art Work for Posters – Catherine Potts-Halpin; Master of Ceremonies for Awards Banquet– Darrell Nunn; Photographer – Anna Rochon; Awards Chair – Sharon Sangster; Stage Managers – Jorie Basque and Shauna Akkerman; Adjudicator Escort – Caroline Paterson; and, Accommodations, Promotions, Signage and Tickets – Paul Rochon. Paul noted that he needs 2 to 3 people to be backstage to ensure there it is quiet during the performances and at least 5 people to help with refreshments during intermission.

During the years from 2010 to 2015, food and refreshments for the cast and crew when they did their rehearsal was dropped. He would like to revive this activity.

Discussion took place regarding making food at home and the liability that would entail. It was decided that it was up to whoever is Head of Food to look into what can or cannot be done.

On Oct. 27<sup>th</sup> and 28<sup>th</sup>, the Independent in Kemptville is allowing NGCT to promote the festival in their lobby and Paul needs volunteers to do 2-hour spots. He also needs ideas for a centre piece for the Community Room tables for the Awards Brunch. Paul and Dirk will discuss. White table cloths will be needed for the tables. He needs volunteers to collect tickets. All trophies are donated and he showed the EODL trophy which travels to the host community.

#### **Item 4.6 President's Award**

The 2022-2023 recipient of this award went to Darrell Nunn.

#### **5. Elections – Paul Rochon**

**There were no nominations from the floor for the following positions and therefore nominations were closed.**

**Nomination for President – Steve Wendt – voted in.**

**Nomination for Vice President – Darrell Nunn – voted in.**

**Nomination for Treasurer – Richard Pickard – voted in.**

**Nomination for Secretary – Caroline Paterson – voted in.**

**Members at Large will be appointed by the new executive.**

#### **Item 6. Constitution and By-Laws Change**

Committees end on June 30<sup>th</sup>. However, we did not want to terminate the executives in place until the new executive could take over. Therefore, there was a need to change the By-law Article 14. A motion was put forward by Ted Stiles to extend Article 14 with the following: For greater certainty, Article 8 does not terminate the positions of Officers of the Corporation, which remain in effect until replacements are made by election.

Seconded by: Alyson Reid

#### **Item 7. Exemption from Audit Provisions**

Reviews don't need a formal audit when revenues are under \$100,000.

Motion: Be it resolved that, pursuant to the Not for Profit Corporations Act (Ontario), the members of the Corporation hereby consent to the exemption of the Corporation from the requirements of the Not for Profit Corporations Act (Ontario) regarding the appointment and duties of an auditor in respect of each fiscal year thereafter until this consent is revoked.

Catherine Potts-Halpin motioned for it to pass. Seconded by Richard Pickard

### **Item 8. Member Resolutions**

No resolutions came from the members.

Note: Steve stated that the executive meetings are open to members. For this an agenda would be sent out to those interested a head of time.

### **Item 9. Adjournment**

Caroline Matheson motioned to adjourn. Seconded by Ted

8.30 pm

Refreshments were enjoyed by all.

**Caroline Matheson**

**Secretary, NGCT**

**July 18<sup>th</sup>, 2023**