

# RCMPI Board Meeting

## MINUTES

JUNE 3, 2014

7:00 PM

RACHEL'S HOUSE

MEETING CALLED BY	Karen Allen
TYPE OF MEETING	Board of Directors Meeting
FACILITATOR	Karen Allen
NOTE TAKER	Jeff Perkins
CALLED TO ORDER	7:00 pm
APPROVAL OF AGENDA	Motion: Rachel 2 <sup>nd</sup> : Gary
APPROVAL OF PREVIOUS MTG MINUTES	April Meeting Motion: Carrie 2 <sup>nd</sup> : Gary Carrie motioned that the minutes from May 20 <sup>th</sup> be amended to remove identifiable names and replace with 'Board Member' and that the resignation be acknowledged, and that the minutes be approved with this amendment. Motion: Carrie 2 <sup>nd</sup> : Rachel May 25 <sup>th</sup> Motion: Carrie 2 <sup>nd</sup> : Sarah
PRESENT	Karen Allen, Rachel Guthrie, Jenn Peters, Paul Pengelly, Sarah Whelan, Gary Roche, Jeff Perkins, Carrie Gordon
REGRETS	Tyler Livingstone, Christine Moretti

## Agenda Topics

### CONFIDENTIALITY REMINDER

KAREN ALLEN

DISCUSSION	This will be a standing agenda item, as a reminder to the Board at the beginning of each meeting.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Bring forward to each agenda	Karen	Ongoing

### VICE PRESIDENT NOMINATION AND VOTE

KAREN ALLEN

DISCUSSION	Gary nominates Carrie. Carrie nominates Jeff. Rachel nominates Sarah.	
Sarah declines to stand. Jeff declines to stand. Carrie stands. President calls for a vote. Rachel Motions, all in favour.		
Board discussed the need to have a named Treasurer to lead the Treasury Committee. Carrie nominates Rachel. Rachel stands. President calls for a vote. Gary Motions, all in favour.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
New Board Executive to be announced in next copy of Stagewrite	Tyler	Next Issue

**TREASURER'S REPORT AND  
AUDIT RATIFICATION**

**CARRIE/TYLER/RACHEL**

DISCUSSION		
Board reviewed audit report for 2013. Motion for Ratification: Jenn 2 <sup>nd</sup> : Gary. All in favour		
Bank balances were reported.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Constitutional amendments to be sent to CRA for updating	Karen	June 12
Constitutional amendments to be sent to Ontario Gazette for publishing	Karen	June 12
Carrie to follow up with Murray on details of "office" line in audit	Carrie	Next Meeting

**DISCUSSION**

**KAREN ALLEN**

DISCUSSION		
Karen requests a motion that the Board move in camera. Motion Gary, 2 <sup>nd</sup> Sarah. All in favour.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**COMMITTEE REPORTS –  
PUBLICITY**

DISCUSSION		
Report deferred. Publicity has not met.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**COMMITTEE REPORTS – R&D**

DISCUSSION		
Report deferred. R&D has not met.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**COMMITTEE REPORTS –  
SOCIAL**

<b>DISCUSSION</b>	Report deferred. Social has not met.	
Social and R&D agree to collaborate on November breakfast fundraiser.		
<b>ACTION ITEMS</b>		
Social to meet to discuss when the Awards night will be held, and in what format	Carrie Gordon	Next Social Meeting
Chair of Social Committee to be nominated and set at next Social meeting	Carrie Gordon	Next Social Meeting
Social to report back on approach to Awards night	Social Chair (as set)	Next Board Meeting

**COMMITTEE REPORTS – AD                      JEFF PERKINS/PAUL PENGELLY**

<b>DISCUSSION</b>	Jeff reports that the AD Committee met, was briefed by the AD Interview Committee, and that the AD Committee voted to propose Tyler Livingstone as director of The Rocky Horror Show.	
Karen motions for a named vote for Rocky Horror Show directed by Tyler Livingstone as the Spring Show for 2015.		
Jenn: Yay Gary: Yay Carrie: Yay Sarah: Defer Paul: Yay Karen: Abstain (President) Rachel: Yay Jeff: Yay		
Motion carries		
A board member left the meeting at this time, stating they could not respect the decision moved by the board, and felt they had to leave immediately.		
<b>ACTION ITEMS</b>		
Board to offer directorship of the Spring Show 2015 to Tyler Livingstone	Karen Allen	June 10, 2014
Board to contact non-selected directors	Carrie Gordon/Paul Pengelly	June 10, 2014

**CONFIDENTIALITY AGREEMENT                      KAREN ALLEN**

<b>DISCUSSION</b>	Defer	
<b>ACTION ITEMS</b>		

**CODE OF CONDUCT                      KAREN ALLEN**

<b>DISCUSSION</b>	Defer	
<b>ACTION ITEMS</b>		
Board to provide input to Rachel by email for discussion	Board	Next meeting

**MINIFEST UPDATE                      CARRIE GORDON**



ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**OTHER BUSINESS**

**KAREN ALLEN**

DISCUSSION		
Karen asked about the invoice for catering from Rent. This has not been done yet.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Need to follow up on catering invoice from Rent	Carrie Gordon	June 10, 2014

**NEXT MEETING: JUNE 25 –  
LOCATION – ED VIDEO (TBC)**

<b>ADJOURNMENT:</b>	Motion: Gary 2 <sup>nd</sup> : Carrie : All in favour. Adjourned at 22:40
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