

Stage North Theatre Society  
Minutes Stage North January 9<sup>th</sup>, 2018

Attendance:

Blair Scott, Monica Maika, Dennis Szalai, Bronwyn Hall, Teela Gould, Kevin Smith, Emry Mika, Stevi Eby, Sue Popesku arrives at 6:34 pm

Not available: Suzanne Lawson

Not in attendance: Elysia Cruz

Guest: Rob Laventure 7:23 pm

Meeting called to order 6:32 pm

Additions to the agenda: No additions to the agenda.

Minutes from last meeting: Bronwyn motions to approve minutes Blair seconds. All in favour, Kevin Smith & Monica Maika abstain.

New Business: Call for show submissions to be sent out for next season and by Emry, will be discussed at the February Stage North board meeting.

Business arising: 50/50 final draft of procedures: Will ask Monica to add date and final draft to 50/50 procedures, will email board.

Roles and Responsibilities: Emry will update these for the next meeting. Issue tabled until next meeting.

Stock levels: Have a tentative list. Tabled to next meeting.

Theatre BC: Stevi will follow up. Tabled to next meeting.

Reports:

President: Thanks for attending. Bravo 'Patsy' cast and crew.

Treasurer: Sue presents financials as of January 29<sup>th</sup> 2018. Cultural Centre is paying GST on 'Alcan Craze'. Rotary still owes money for 'Patsy Cline'. 'Alcan Craze' - Sue asks if we would be interested in partnering with the Cultural Centre again? Brief discussion about the pros and cons of partnering.

- BC Gaming Application: February 1<sup>st</sup> – April 30<sup>th</sup> to get application in.

Sue motions to approve the financials as presented, Teela seconds, all approved. Kevin Smith abstains.

Productions:

- Space Schedule: Stevi has put the space schedules on google docs. Stevi will send out emails of schedule for months. Stevi will open the docs for editing to stage managers, facilities person, set construction people. Stevi asks that everyone text her if the schedule is changed.
- Sue suggests that press for old Stage North members be put on the facebook page.
- Always Patsy Cline: Need to have an in-depth discussion on partnering with the Rotary. Blair is going to have a de-brief with the Rotary this week. Discussion will be continued next meeting.

Sue brings a request to Stage North for 'Always Patsy Cline' to be done at the NPPC for June 9<sup>th</sup>



Proposal for one  
more show.doc

for Bright Nights Festival. See attached.

Pros and cons discussed. Blair will

speak to the Rotary, Sue will check and see what the rights will be to put the show on again. Sue mentions that February 10<sup>th</sup> the publicity for Bright Nights will be going out. Emry proposes that we come back to this discussion after we get more information from the Rotary and information on the rights. Dennis seconds. All in favour, Kevin Smith abstains.

- Blackbird: Rob Laventure speaks to play: is a contemporary play, relationship between older gentleman and a young girl, he would like to Direct the play for Stage North. Sue presents budget for play. 3 actors, Sue Popesku is producing, Cynthia Vance is Stage Managing. Emry is okay will sharing the space for rehearsals. Discussion about needing 1 week at the Space to be able to set up for performance at the Space. Emry will look into the capacity for the Space. Cultural Centre is willing to sell tickets, Bronwyn believes that CC will only charge us the GST on tickets. Blair motions that we except Blackbird as pitched to be added to our season 17/18. Emry seconds. All in favour Kevin Smith abstains.
- Discussion about lights and sound: Dennis speaks to speakers, subs, sound board that Stage North has. Dennis suggests that the equipment be added to the tool sale. Sue asks about a grant for equipment- believes money was used for lights, not sound. Sue suggests that Dennis makes a list of exactly what we need, Sue may have a grant that we can get to purchase lights and sound equipment. Kevin suggests forming a subcommittee, Blair, Dennis, Rob will form committee. Committee will ask Oliver if he would like to join. Emry will ask general membership if they would like to join committee. Rob Laventure leaves meeting at 7:57 pm.
- Murder at the Bordello: rehearsals are going well. Set is almost done, costumes are being gathered. Teela will send Stevi the poster when it is complete for social media.
- Mary's Wedding: read throughs have been done. Have SM, ASM, lights & sound operators, director, producer, set construction.

Facilities: Have done work on flat storage, nutcracker flats are in the c-cans. Have a couch that is being used at Dr. Kearny for their production- will come back after production. Have new cabinets if anyone has any suggestions for how to use them please speak to Dennis. Will be pictures and lists on what is in the c-cans. Some Patsy props and costumes have been set aside just in case the show is done again.

Workshops and script readings: Was no workshop in January. Bronwyn mentions wanting to do a kid friendly workshop February or March. Ethnic diversity building mentioned as a future focus. Emry mentions stage fighting and bringing up a professional to teach.

Bylaws: need to get together to have meeting.

Props and Costumes: the back costume rack downstairs can be packaged up and sent to Sally Anne. Sue and Bronwyn will speak about streamlining the process. Back rack will be filled again.

Website: Emry knows how to use it now. She can post pictures from past shows.

Meeting adjourned: Stevi motions to adjourn, all approved. 8:43 pm

Next meeting: Monday February 19<sup>th</sup> @ 6:30 at the Space.

## For Stage North January 29, 2018 Meeting

Re: Always Patsy Cline

Submitted by Sue Popesku Producer

**Request to Stage North:** The NPCC has asked Stage North to do *Always Patsy Cline* for the closing event of the Bright Nights Festival, June 7-9. Last year at Bright Nights, Stage North showcased a scene from *Self Help* with Bronwyn and Dennis for the show and Elicia Cruz sang as well. It was a very good selection and showcased Stage North very nicely.

**Proposal:** I propose that Stage North do *Always Patsy Cline* one more time on Saturday, June 9, 2018 as part of the Bright Nights in June that has a very appropriate theme this year which is Classic Country.

**Rotary Commitment:** We have fulfilled the request to Rotary under their terms and will have 5 months time lapse between their event and the remounting of the show for the Bright Nights Festival. We would promote the show 2 months prior as we do other shows.

**Popular demand:** As anticipated, a number of people who could not get tickets to see Patsy Cline have requested to see the show. I believe we could sell out this one night.

### **Benefits of doing the show at the NPCC for Bright Nights in June:**

Tickets would be \$25 as a normal show allowing the normal ticket buyer to see the show. As part of the Stage North season, the sponsors would be happy.

400 more people would get to see the show and Stage North would be providing input into the Bright Nights Celebration of the Arts Festival which includes: Thurs night Arts Stars, Friday night Gala Evening with food and show of Duane Steele with Tom Cole opening, Friday Gallery special exhibit, and Saturday Arts Market and Music Stage in the parking lot all day. Patsy Cline would top off the Festival with the Saturday night show.

A sold out show would bring in over \$8000 of which the cost would come out of BC Gaming for the NPCC venue and tech plus the cost of the one night rights would be subtracted leaving at least \$5000 profit to go into the general account.

Staging, curtains, lighting and sound equipment which was rented from Sound in Town comes as part of the NPCC venue requiring no further equipment cost nor strenuous set up.

### **Considerations:**

Does the cast and crew wish to do it again? Are they available?

Stage North has one day only to set up and sound/light test. The theatre is available all day but Duane Steele show the night before would have used all equipment. Sound board is required outside on the music stage until 3pm that day.

If 8pm was the start of this show, the light and sound cues could be managed.

Can one more day of royalties be added to the \$4,000US we just paid for 4 nights instead of an entire new contract?

*I believe that the community would embrace the show; that we would sell out; and that everyone would be even more determined to buy tickets to the next Stage North show because of the favourable reputation we would be adding to.*

*Rolary - Dictate us?*

Request  
Patsy Clive.  
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Stage North Theatre Society

Minutes Stage North July 16<sup>th</sup>, 2018

Attendance: Teela Gould, Kevin Smith, Blair Scott, Sue Popesku, Dennis Szalai, Bronwyn Hall

Not available: Emry Mika, Stevi Eby, Suzanne Lawson

Not in attendance: Elysia Cruz

Meeting Kevin called to order 6:46 motions, Teela seconds, all approve.

Additions to the agenda: No additions.

Minutes from last meeting: Dennis motions to approve minutes Kevin seconds. All in favour.

New Business-

- Cancel Cultural Centre dates for fall: Sue mentions that she would like to see 'Shakespeare' at the Cultural Centre. Pros and cons discussed about being in the Cultural Centre. Producer Ted Sloan should be brought into this conversation. Bronwyn followed up with Ted via text message, he would prefer a smaller venue. Discussion about the Space being used for productions- cons about the building. Bronwyn motions that we cancel the dates at the Cultural Centre for October, Dennis seconds. Discussion around Space renovations, filling in the holes in the walls etc. Sue will speak to Connie Surerus about the Space and holes. Dennis, Bronwyn, Teela, Blair all vote yes, Sue votes no. Kevin abstains, motion passes. Kevin will contact Oliver tomorrow.
- Show promotions: Do the producers of the shows have the deadline of August 1<sup>st</sup> to get Sue an image for their show? No, Sue is not sure of the producers for each show. Sue will produce Nutcracker on behalf of Stage North. Sue speaks to asking Mark to re-design the current program, does Stage North want a consistent program for the season? Sue mentions that we gave \$200.00 for each show to Moose FM last year and they give us the same or more in advertising. Sue will speak to the new publisher of the Alaska Highway News. Sue will deal with Moose and Bell Media for this season. Sue will contact each producer for season show information and images. Sue uses Correal Draw for the program. Discussion about the production person being in charge of the program. Sue will continue on with the programs.
- Raffles: Are we doing raffles for all shows of the season? 50/50 for Nutcracker? Discussion about doing 3 50/50 draws for next season. Sue mentions that we should ask for members to come forward to take this on at the AGM.
- Trade Show: We have not been paid for the last trade show yet. Teela motions that Stage North puts the funds raised from the trade show into a Mainstage fund, Blair seconds. All in favour, Kevin abstains, motion passes. Mega Lottery- board agrees to take part in the Mega Lottery this year. Mega Lottery should be promoted to our members this year. Teela asks about the mall schedule.
- Media Question: covered in above conversation.
- Mainstage fundraiser: Raised over \$800.00 with bottle drive and car wash. Bronwyn will have a financial statement for the next meeting. BBQ and garage sales talked about for next year- this

could be brought up at the AGM as well. Workshop around roles and responsibilities to be scheduled after the AGM.

Business arising:

Auditions: Saturday September 15, Sunday September 16 from 10:00 am- 4:00 pm at the Space. Kevin will follow up with Stevi and Emry for advertising the auditions, will ask them to contact Moose FM and Energetic City.

AGM & BBQ: Sunday August 19<sup>th</sup> 11:00 am AGM- BBQ to follow. 2 weeks in advance members will be notified and they will also be told that we are voting on new bylaws. Emry and Stevi will send this information out. Discussion on Mary's Wedding putting on a small part of the production at the AGM. Blair will pick up BBQ, cook, and pick up food. AGM package- presidents report, agenda, financial statement, minutes from last AGM, need up to date membership list, need person to run elections, Kevin and Sue will put together package.

Roles and Responsibilities (Production and Board): Emry is not in attendance. Issue tabled until next meeting.

Stock levels: Tabled to next meeting.

Reports:

President's: The Alaska Highway News will put information on Mainstage productions into the paper if the information is given to news by tomorrow morning. Sue and Kevin will meet following the meeting to discuss this newspaper article. Energetic City already did a news article on the Mainstage productions.

Treasurer: Sue presents financials as of July 16, 2018.

Productions:

- Always, Patsy Cline: reported last meeting.
- Complete Works of Shakespeare Abridged: discussed above.
- Nutcracker: Dennis may be willing to help with construction if needed.
- Toni and Tina's Wedding: Blair will look at contract.
- She Kills Monsters: Nothing to report.
- Who's Afraid of Virginia Woolf?: Nothing to report.

Facilities: Selling extra tools. Will be re-arranging. Kevin mentions that Stage North members can help if needed. Dennis and Bronwyn mention that something needs to be done about the holes before winter.

Workshops and script readings: Nothing to report. Sword fighting workshop dates have not been confirmed. Oliver lighting workshop dates not confirmed.

Bylaws: Discussion about having elections every 2 years and off setting executive- executive positions voted every 2 years. Teela will add this to the draft bylaws. Bronwyn motions that we send out new bylaws with addendum that executive board will have alternating 2 year terms. Dennis seconds, all in favour, Kevin abstains, motion passes. In-depth discussion about members having to be a paid member 2 weeks before the AGM. Sue motions that we add to the bylaws that a member in good standing can

vote at the General meeting if they are a member in good standing 2 weeks prior to the General meeting, Bronwyn seconds Sue, Dennis, Blair, Bronwyn in favour, Teela opposes, Kevin abstains, motion passes.

**Props and Costumes:** Big thank you to Suzanne for re-arranging the costume room.

**Website:** Could hire someone to re-do website and maintain it. Bronwyn will find out the cost of having someone re-do and maintain the website.

**Lighting/Sound equipment committee:** Meeting set for Monday July 23<sup>rd</sup> at the Space 6:30 pm Blair will speak to Oliver. Dennis will speak to Cynthia.

**Meeting adjourned:** Blair motions to adjourn 9:23 pm

**Next meeting:** to be held with the new board after the AGM,

## Stage North Annual General Meeting

Sunday, August 19, 2018 @ 11:00 am: President's Report

I would like to thank you all for attending today. We are as strong as our membership makes us.

We have made our way through another busy and interesting year, in what I like to think of as 'the year of collaborations'. We started by teaming up with the North Peace Cultural Centre (NPCC) to put on the locally written play "The Alcan Craze of 42", a historical look back at the building of the Alaska Highway, 75 years ago. This co-production with NPCC hit the stage at the end of September/early October 2017 and was professional directed by Michael Armstrong. The opportunity to work under the guidance of a professional director and actor was both a welcomed challenge, and a rare treat.

Next we put on a dinner theatre coproduction the last two weekends of January, teaming up with the Fort St. John Rotary for the first time in our history, I believe. Blair took on the task of directing what was going to be 'Tony and Tina's Wedding', but he opted out for some 'Patsy' show. 'The Patsy Cline Story,' that is. When the rehearsal songs started to leak out we knew we had a hit. This musical play followed in the footsteps of 'Buddy Holly', and lived up to the challenge, matching note for note with one of the best plays we have ever put on the stage. The Rotary folks must have liked it a little bit as well, as they have signed us up for next season. Blair is once again promising to put on 'Tony and Tina's Wedding', and this play requires a huge cast, so please come out to auditions. Lets fill up that cast roster before Blair changes his mind again.

We stuck with the dinner theatre co-production theme, teaming up with the Fort St. John Oilwives this time, as we created 'Bordello,' a western murder mystery for the guests to solve. This show combined acting, singing, and dancing in a fun filled fashion to entertain the diners. We were very excited when we got to perform it a second time on the following weekend, in collaboration with the Fort St. John Curling Club.

Then we put on two serious plays for festival entries. Both plays had a one weekend run before festival, and both were emotional. "Mary's Wedding" created tears of joy, and sorrow that come from a love found and then lost, while "Blackbird" drew tears of anger, and anguish through a love that should have never been. The 2 plays competed with a very good entry from the NPSS high school, during a very competitive zone festival. "Blackbird" won the best production, and went on to represent our zone at MainStage in Vernon. There they took the award for second best production, and best set design. Congratulations on an amazing accomplishment against the winning plays from the seven other zones across the province. "Mary's Wedding," having taken second best production in our zone, attended MainStage as the workshop play entry. I was amazed, and thrilled watching our talented members create these two inspiring productions, both of which represented our zone very well in Vernon! (As an aside, it is strongly rumoured that the two plays were very close during the zone competition, with the deciding difference being the handsome door-knocker!

The upcoming season promises to be just as amazing, starting with 'The Complete Works of Shakespeare, Abridged', a joining of 4 great improv actors. We may need to buy Sarah extra coffee as she tries to keep Dallas, David and Ted on task. Then we take on a co-production with Studio 2 Stage dance studio, and NDTs bringing the Christmas sensation 'The Nutcracker' to life for the fourth time. We follow that up with the Rotary co-production of "Tony and Tina's Wedding" at the end of January. Next we welcome back Ted Sloan, as he directs "She Kills Monsters" in February. Our festival entry play, "Who's Afraid of Virginia Wolf" is being directed by the award winning Rob Laventure and will hit the stage in April, before competing in the local festival.

I thank you for letting me be your President for the past year. Sincerely, Kevin Smith



**Minutes for the 2017 Annual General Meeting**  
**Stage North Theatre Society**  
**Monday, August 14, 2017**  
**@ The Space, 11520 East Bypass Road, Fort St John, BC**

**Present:** Emry Mika, Jesse McCallum, Kevin Smith, Matt Preprost, Michael Armstrong, Sue Popesku, Teela Gould, Monica Maika, Stevi Eby, Maureen Sharp, Elyssa Cruz, Cynthia Vance, Suzanne Lawson, Bronwyn Hall, Dennis Szalai, Oliver Hachmeister, Aron Eady, Chantel Bowen, Elan Miller, Justin Lawson,

**Call to Order: 7:03**

Michael Armstrong – Spoke of some Alcan Craze needs, such as a costume director, 2 male actors, and a file drawer cabinet. Also gave more information on an Acting Workshop on Sept 9<sup>th</sup>, pot bellied stove

**Approval of AGM Agenda:** Motion to Approve: Dennis, Seconded Monica

**Approval of 2016 AGM Minutes and Special AGM Minutes** – Motion to Approve: Jesse, Seconded Bronwyn, All in favour

**President's Report** – Kevin Smith - See attached

**Financials** – Sue Popesku – See attached

**Election of Officers**

**President**

Jesse nominates Kevin Smith – Kevin lets his name stand  
Kevin president by acclamation

**Vice President**

Emry nominates Blair Scott – Blair lets his name stand  
Blair vice president by acclamation

**Secretary**

Stevi nominates Emry Mika – Emry Declined  
Emry nominates Teela Gould – Teela will let her name stand  
Teela is elected by acclamation

Stage North Theatre Society

Minutes Stage North November 26<sup>th</sup>, 2018

Attendance: Teela Gould, Kevin Smith, Dennis Szalai, Bronwyn Hall, Oliver Hachmeister, Cynthia Vance, Elysia Cruze, Sue Popesku- left at 8:45 pm, Stevi Eby, Kaymia Wheat

Not available: Rob Laventure, Blair Scott

Not in attendance:

Meeting called to order 6:39 pm.

Additions to the agenda: Gaming, Action Items

Board members conflict of interest with any agenda items: No conflicts.

Minutes from last meeting: Dennis motions to approve minutes, Stevi seconds. All in favour, Kevin abstains.

Business arising:

Roles and Responsibilities (Production and Board): Sunday March 10<sup>th</sup> 11:00 am breakfast 12:00 pm follow-up workshop.

Open to member's board meeting: Email to members follow-up, next meeting date. Oliver will send out the email to people that auditioned and did not get a call back. Discussion about calling everyone who auditioned. Discussion needs to be brought forward to a future meeting before next season's auditions.

Oil Wives Production: Tentatively end of March early April, are looking at a venue. Friday and Saturday nights. Have a script. Programs and posters discussed. Publicity is discussed. *Have they signed the contract?* Bronwyn motions to approve this upcoming dinner theatre pending signed contract, Oliver seconds, all approve, Kevin abstains.

Newsletter: Each board member needs to send Oliver information for the newsletter. Approx. 150 words.

Charitable Status: How do we work towards getting this back? Oliver mentions that Randolph Smyth worked at getting our business number, Sue mentions that we do have this. Is an application to become a charitable status (read responsibilities and rules) Kaymia will look into this and send it to all the board members.

Directors Liability Insurance: Mentioned that we should look at this every year when our insurance comes do. Sue to look at directors insurance, Kaymia will pass along the BMS contact information.

Sponsorships: Alaska Highway News -Dennis will get ahold of them. Moose FM Sue has contacted them and has not received word. Sun FM has given \$2500 in-kind sponsorship this year. Last year we did extra advertising for each show.

Reports:

Gaming- Kaymia mentions that she has a list of reasons why groups do not get their gaming money, she will email out the list. Gaming grant workshop April 6<sup>th</sup> 2019 in FSJ (Saturday). Consent to be a director forms brought up as something the board should sign.

Action Items: No follow through from action items brought up as a concern. Looking at being accountable to one another. *How do we keep ourselves on track?* Google docs (sheets) and excel apps brought up as possible solutions. Bronwyn volunteers to run and update the document of action items from board meetings. Oliver brings up CRM (app or web based) set tasks, assign tasks, complete tasks. Bronwyn, Cynthia, Stevi, Kaymia will look at this information and report back to board.

Treasurer: Sue Popesku gives financial report to the board for finances as of November 26<sup>th</sup>. \$72.00 returned from Theatre BC through e-transfer. Teela gave Sue \$150 dollars from Mike Sowers for him to purchase his Buddy Holly suit jacket.

Productions:

- Nutcracker: Are decorating the float this week. Kevin will get back to Stevi and Oliver about the date and time for float decorating and if they are looking for volunteers to be on float. Posters are out. Oliver mentions that tickets are selling well.
- Tony and Tina's Wedding: *Has the contract been signed yet?* Teela mentions that Blair has the contract. Stevi and Kevin will follow-up with Blair.
- She Kills Monsters: No update.
- Who's Afraid of Virginia Woolf?: Production meeting on Dec 4<sup>th</sup>.

Facilities: No updates. Coffee and water are being paid for by Stage North. Money from bottles should go to treasurer.

Workshops and script readings: Mainstage learning workshop scheduled for Wednesday November 28<sup>th</sup>, second workshop is Monday Dec 10<sup>th</sup> and will be on Mainstage as well. Bronwyn hoping to do a script reading in January, asking for script suggestions. Bronwyn has emailed Ted to get the fight choreographer's contact information for workshops in January.

Props and Costumes: No update.

Website: Website has been updated Nutcracker and workshop info.

Lighting/Sound equipment committee: Dennis will arrange a meeting.

President's:

Discussion around program creating software. Oliver mentions that Adobe InDesign is available in Canada and is \$21.00 a month (American), should be good on Mac and Windows. Discussion on the pros and cons of Corel vs. Adobe InDesign. Oliver moves that we try for this season to run Adobe InDesign for programs and that we give Cynthia a user name and password. Stevi seconds this motions, all in favour, Kevin abstains.

Have request to borrow set pieces from a school. Discussion about lending agreement: *Do we need a lending agreement? A fee?* Discussion about a deposit and how do we decide the cost of the items and the cost of the the fee that we set? The form saying that the group is liable for damages was brought up, giving a date for when items have to be returned. Dennis will write up a form for lending agreement

by next week before the school is looking to borrow set pieces. Discussion on what deposit fee amount would be appropriate and if we should have a flat fee or specific fee for different items discussed. Asking for Stage North to be thanked in program was brought up as well. Need to add the line 'a deposit of \*blank\* amount will be required' to the form.

Meeting adjourned: Elysia motions to adjourn 8:51 pm.

Next meetings: Monday January 28<sup>th</sup> 6:30 pm. Roles and Responsibilities- Sunday March 10<sup>th</sup> 11:00 am breakfast 12:00 pm follow-up workshop. Open board meeting date to be set in January.