

Operations Report April 2018

It has been a busy month since our last meeting. In addition to spending 4 days in Vancouver for Pacific Contact I also did double duty by filling in as a technician for the Choral performance on April 5th, for the Green River Revival show on April 13th, and as needed for the Performing Arts Festival April 14th-20th. Our new technician arrived on April 20th and was thrown straight into the mix with Performing Arts Festival and now with Stage North's upcoming show, Mary's Wedding. Initial impressions of him, from both myself and members of the Performing Arts Festival, have been very favourable so far and I look forward to working with him going forward.

Our 2018-2019 season is fully booked, with the exception of a headliner for Bright Nights next year if we decide to go that route. We have booked, Taw Connors, son of Stompin Tom Connors, David Scheel, pianist/comedian, Cheng2 Duo, classical piano & cello, JJ Shiplett, rock/roots music, and Luke McMaster, pop musician.

We have received an updated occupancy load from the City and once I write a letter of intent for the application, it can go to the City for review and comments and then be submitted to the Liquor Control Board.

Natalie, Naomi, and myself met on April 11th for an Art Market meeting. SWIS is going ahead with their World Fair and have agreed to mention our event on their poster and we will mention their event on our poster as well. We have received their logo to place on our poster. We have also received our order of postcards to be placed in the rural mailboxes advertising the weekend. There will be a few left over so if you have some people that you would like to give a postcard to please ask Trinity for them. Friends of the Library are planning on offering a Storytime tent for children at the Art Market. Sponsorships for Bright Nights are starting to come in at this time.

I spoke with Lori Barrett from Liquor Licensing about our events and as long as the Cafe is open and willing to offer the items on the menu then we should be good with our food primary license for Bright Nights.

Currently at the Gallery is Points of View 5 until Saturday. It's an extremely interesting show and I encourage you all to check it out this week. Next up is the Federation of Canadian Artists, Peace River Chapter's Juried Art Show, Greening Up - May 4th (Opening Reception) until May 26th.

This afternoon we received the corporate VISA cards from TD.

As a point of interest, the Cafe took in \$7376 during the Performing Arts Festival

Respectfully submitted,

Oliver Hachmeister

Coming up:

Stage North presents Mary's Wedding - April 26, 27, 28

NEAT presents Northern Edibles workshop - May 2nd

School District 60 Band Concert - May 3rd

Northern Dance Theatre Society Gala - May 10th

Stage North presents Blackbird - May 10-12 (ticket sales only)

Studio 2 Stage Recitals - May 12th

Northern Lights Youth Choir - May 13th

North Peace Fall Fair presents The Marty Robbins Story - May 16th

School District 60 Public Speaking Contest - May 18th


The Gym presents Northern Classic Bodybuilding, Fitness & Figure Competition - May 19th



NORTH PEACE CULTURAL CENTRE

North Peace Cultural Society
 Board Meeting Minutes
 Tuesday, June 26, 2018

<p>Call Meeting to Order: 5:53 pm</p> <p>In Attendance: Karen Mason-Bennett, Grace Fika, Heather Truscott, Margaret May, Becky Grimsrud, Connie Surerus, Kevin Smith</p> <p>Approval of Agenda: Date of meeting. Kevin, Grace</p> <p>Approval of the minutes: Details of ED hiring should not be in public minutes. Moved by Kevin, seconded by Becky, to approve the minutes from May 15, 2018 as amended</p>	
<p>Reports</p> <p>Manager's Report: Submitted by Oliver. Recommendation to close the Centre on Sundays when there are no bookings over the summer was accepted. It was decided to stay open on Mondays. Report included the Presentation Series Artist list. Season tickets are now available.</p> <p>Maintenance Report: Submitted by Oliver</p> <p>Peace Gallery North: Submitted by Natalie Brekkaas</p>	
<p>Business Arising From the Minutes</p> <p>Bright Nights in June: June 6-18, 2019 for next year. Theme will be a Salute to the Winter Games 2020.</p> <p>Big Print Day and Art Market:</p> <ul style="list-style-type: none"> • Would like more vendors. • City will close 99th Avenue for the road roller print making. Will extend invitations across the region and beyond with an entry fee attached. • Will collaborate with World Fair again. • Need more signage • Will invite local politicians and allow them to speak at Art Market. • Possibly bring back welding competition. • Open to sand sculpture but we would need funding from city or a grant. • Can we extend theme to the printmaker and create banners for the winter games? <p>Gala Night:</p> <ul style="list-style-type: none"> • Theatre sports as a spoof on sports and Olympics. Will include Stage North. <p>Community Survey: Sample of questions. Add a question regarding</p>	<p>Next meeting September 18 at 9:00 am</p>

<p>what events bring people to the Cultural Centre. Moved by Heather to include a draw for two tickets to a Cultural Centre show. Seconded by Kevin. Carried</p> <p>Board Survey: Asked board to fill in survey.</p> <p>Library Numbers: 2017 - 82,812, 2016 – Over 89,000 visits. 13,000 participated in an annual program. 6,600 active cardholders at end of 2017.</p> <p>Café: Small shortfall for the year to date. The café is growing and provides a good service for the Centre. Are we keeping expenses down as much as possible?</p>	
<p>Business Items</p> <p>In Camera discussion Moved by Becky, seconded by Connie, to accept the recommendations presented to the meeting.</p>	
<p>Meeting Adjourned: 8:43 pm</p> <p>Next Board Meeting: Tuesday, July 17, 2018 at 6:00 pm</p>	

Executive Director's Report

September 2018

Cultural Centre activities

It is back to preschool month! Two times a day a bunch of excited kids are bringing life to the Centre. This September is also a cold month, which leads to having more people inside. We had the first show of the season. The "incredible tribute to ABBA" sold 121 tickets and opened the show season. A church is booking the conference room for the next 7 Sundays. If that goes well, they might book the theatre after that.

-Baptiste-

Community Presenter Assistance Grant

I received confirmation from the BC Touring Council that our CPA grant application has been approved for the full amount of \$4960 for this year. Some of the comments from the Adjudication Committee were:

- Six shows in season and it's hard to route shows here,
- Good try for variety in the season.
- Doesn't appear that there is much community engagement.
- Kudos for reintroducing a presenting season.

-Oliver-

Cultural Centre Staff

Jennifer Hook will leave us for a Maternity Leave, and we are welcoming Ashley Henderson as a preschool instructor assistant.

Observation

On September 14th, we had a fight happening in the concourse. Hardik Patel called RCMP right away, our two amateur fighters split up and I "gently" followed one of them outside. The fight ended with the RCMP in front of the Women's Resource Society.

Actions

Our staff reacted quickly to the situation, and by following them outside, we showed that we are present to ensure safety at the NPCC.

Executive Director's Report

Results

People who use the centre were disturbed by the incident. Our quick response improved the situation.

Departments:

Gallery

The Gallery currently displays a preview of the artwork that will be available at the Art Auction at the end of this month. This year the Art Auction will be held once again here in the Cultural Centre on September 29th and we are very excited to feature this event.

-Oliver-

Theatre

Our first show of the season was a rental presenting "An Incredible Tribute to ABBA". It was not really well attended with only 121 tickets sold but that may have been due to the fact that they had presented the same show at the Lido back in May and the audience may not have wanted to see the same show again. The first NPCC presentation is tomorrow with Taw Connors and a Tribute to Stompin Tom. Ticket sales have been increasing but they are not where I was expecting them to be at this time. Next week we have a rental by Homesteader Health Foods with a seminar on The Power and Place of Civility Today. On Oct 5th we have an amazing pianist and comic, David Scheel and his presentation of Don't Shoot Me, I'm Only the Piano Player.

This is also an NPCC presentation. Please attend if you are able. Memberships and Season Passes. We have sold 2 memberships to date, both with full season passes. We have also sold 2 additional Pick 3 Passes.

-Oliver-

Executive Director's Report

Cafe

The cafe will introduce Square as a Point of Sale. This solution will allow us to track each item, and understand what is selling and what is not. BCGEU promise that they will bring more business to the cafe and the catering.

Preschool

During the Parents Orientation, one parent asked information about homeless occupation

Office

We had a great One Stop Community event. 40 people were engaged, they were mostly interested in the Let's art Program.

Maintenance

With the help of BCGEU we will be able to hold a workshop around workplace safety and how to deal with security in the workplace. The workshop will happen during the week of October 22.

Cultural Centre development

We are focusing on the development of a more aggressive facebook strategy. We are planning to post at least 3 times a day, with informative and historical information. The difficulty is to find the right balance between advertisement posts and informative posts.

At the same time, we are developing a marketing strategy to promote our room rental.

Here are some Facebook data that you might find interesting.

Executive Director's Report

Operation Manager Report

Liquor Licensing

The application for our Liquor Primary license has been submitted to the Liquor Control Board along with the application fee (\$2200). I anticipate that there will be some conversations around the application to ensure that it is right for our purposes.

Gaming

I attended a seminar on August 30th which dealt with record keeping of gaming income and expenses, timelines for spending gaming income and the like. In general I think we are doing the job well, though there are a couple of tweaks that we could do for future raffles.

Roustabouts/Lakeview Partnership

Baptiste and I met with Scott Lenahan who is the GM of Lakeview Inn & Suites to discuss a partnership between NPCC and Lakeview. We are receiving rooms at half price and are currently working on a Dinner & a Show promotion and the ability for the hotel to offer tickets to people renting rooms. The Dinner & a Show promotion could be expanded to local theatre renters as well after we test that it is working well.

Tickets currently on sale

Season passes sold

2 - 6 show pass

2 - 3 show pass

NPCC presentation Taw Connors: a Tribute to Stompin' Tom
SEP 19 2018 7:00 PM - 86 tickets sold, 20 comps

Dan Buccino: The Place and Power of Civility Today
SEP 25 2018 7:30 PM - 175 tickets

35th Annual Art Auction: Une Nuit Des Temps: Past, Present and Future
SEP 29 2018 5:00 PM - 20 tickets

Executive Director's Report

NPCC presentation David Scheel: Don't Shoot I'm Only the Piano Player
OCT 5 2018 7:30 PM - 5 tickets

MURRAY McLAUHLAN
NOV 4 2018 7:30 PM - 38 tickets

Louisiana Hayride Show
NOV 8 2018 7:30 PM - 10 tickets

Sharon, Bram & Friends
NOV 24 2018 7:30 PM - 108 tickets

NPCC presentation Cheng2 Duo: German Giants
JAN 15 2019 7:30 PM- 3 tickets

NPCC presentation JJ Shiplett
FEB 6 2019 7:30 PM - 5 tickets

NPCC presentation Brendan McLeod: Brain & Other Stories
FEB 15 2019 7:30 PM - 1 tickets

NPCC presentation Luke McMaster: Icons of Soul
MAR 12 2019 7:30 PM - 1 tickets


Respectfully submitted,
Oliver Hachmeister



NORTH PEACE CULTURAL CENTRE

North Peace Cultural Society
Board Meeting Minutes
September 18, 2018

<p>Call Meeting to Order: 6:04 pm</p> <p>In Attendance: Connie Surerus, Sue Popesku, Baptiste Marcere, Karen Mason Bennett, Becky Grimsrud, Margaret May, Kevin Smith, Heather Truscott (via skype)</p> <p>Approval of Agenda: Next meeting October 16, 2018. Suggested we add chair report as a standing item. Move items to Business arising from Minutes. Moved by Sue, seconded by Becky, to approved the agenda as amended.</p> <p>Approval of the minutes: Heather's first name is missing from the attendance list. Moved by Becky, seconded by Heather, to approve the minutes with correction.</p>	
<p>Reports</p> <p>Report from Chair: Season starting up and getting busy with a number of shows and the Annual Art Auction coming up. A new Pre-school teacher will need to be hired.</p> <p>Financial Report: Expenses are up quite a bit over the same time period as last year. Will closely monitor overtime; will need to be approved and schedules will work around it. We are showing a small shortfall to the end of August.</p> <p>Executive Director's Report: (submitted by Baptise) Baptiset posed the question as to how we deal with outside shows that book at the theatre and seem that they are, or may be, sub-standard? Should we create a standard for shows that we book? We still need to promote room rentals for Christmas parties and other events. Developing market strategy and could book the display case at the airport for October to promote shows.</p> <p>Operations Report: (submitted by Oliver Hachmeister)</p> <p>Peace Gallery North: Art Auction. Taking place in the Cultural Centre with Cindy Vincent as the featured artist.</p> <p>Resource Development: No word on capital gaming grant. Will approach Mark Bodnar from Image Build for a quote for poster and brochures for the theatre seat sale. November 15 was suggested as a start date for the campaign. Will promote during shows and in programs. Opportunity to apply for grants for furniture for lobby, floor for dance room and carpet in conference room, new fridge in café.</p> <p>Moved by Heather, seconded by Kevin to accept all reports</p>	<p>Will try to get reports out the week before the meetings to allow people time to review them.</p> <p>Staff: Get together all quotes that we have for our projected projects</p>
<p>Business Arising From the Minutes</p>	

<p>Board positions and recruitment: Will be looking to fill board positions including president and vice president for next year.</p> <p>Membership development: Have flyers for membership and promotion is ongoing. Should include flyer with programs for NPCC shows.</p>	
<p>Business Items</p> <p>AGM Date: November 14, 2018 at 7:00 pm. Need to raise our membership numbers. Will consider giving a membership with a purchase of theatre seat.</p> <p>Baptiste has been invited to sit on the tourism council. It was agreed that this would be a good idea.</p>	
<p>Meeting Adjourned: 7:16 pm</p> <p>Next Board Meeting: Tuesday, October 16, 2018 at 6:00 pm</p>	