

Meeting Minutes
 Sunday July 4, 2021 @ 7:00 p.m
 Via Zoom meetings

I. Call to Order

Heather called to order the regular meeting of the OMT Board of Directors at 7:06 pm. on Sunday July 4, 2021 in Orangeville, ON.

II. Roll Call

Elaine conducted a roll call. Those in attendance and constituting a quorum were:

OMT Executive Members	OMT Directors at Large	Guest Member
Heather Holmes - President	Paige Whitehead	
Jamie Connelly - Vice President	Amanda Dempsey-Laughlin	
Tesha Mazur - Vice President	Bailey Mills	
Elaine Whitehead - Secretary	Keith O'Connell	

Regrets:, Cathy Broom, Barbara White

III. Agenda posted in Slack

Motion put forth by Elaine to approve agenda for OMT Board of Directors meeting, dated July 4, 2021 - Seconded by Keith All in favour - motion carried.

IV. Approval of minutes from previous meeting

Motion put forth by Elaine to approve minutes from May 30, 2021 OMT Board of Directors meeting , Seconded by Amanda. All in favour - motion carried.

V. Reports of Officers

i. Presidents Report -

- (i) Theatre Orangeville - Heather spoke with them this week. No new updates - Stage 2 still required social distancing - Option still requires only 4 cast per change room. Total on stage/backstage no more than 8 total. As province moves into Stage 3 - they will send further update. Out usual dates for January 2022 are still available for us (our 3 weekends)
- (ii) Island Lake - Heather spoke with Julia from Island Lake - meeting scheduled for Wednesday July 6th. Heather and Elaine will attend. We will look at what facilities we could use and what is available to us. Sound can be amplified until 5:00 pm. You can apply to Town of Mono to have sound after 5 pm. Because it's our first experience they are willing to waive our faculty fee (\$300). People would still have to pay admission to park. Dates currently available August 7, 9, 15th September 11, 12, 18, 26th. Need to make a decision sooner than later. Keith asked if

anything has gone out to membership - plan should be to send out questionnaire soon.

- (iii) Salvation Army - Heather was contacted by Jami Cook (member's mother) The Salvation Army church is currently writing a grant to build a music themed park behind the church on Townline. They are wondering if OMT would send in a letter supporting the park build. If approved, the build would include a gazebo that OMT could use for free for rehearsals if required. All agreed this is something OMT would like to support. Heather will write letter of support
- (iv) MTI - Heather started looking into shows with smaller cast. Heather crated list (will post on Slack) for cast under 10 roles. Suggestions that stood out - Little Shop of Horrors (Prop heavy), Little Woman. Amanda made a good point that we still have a lot of membership that have held fees - in hopes that we will be doing Matilda. Decisions will be based on current public health restrictions. Recognize that parameters will change again with Stage 3 of provincial reopening. Keith recommended that we apply for some shows now. Keith will develop a list of possible show options- assuming that we will be in Stage 3. He will look at MTI, Samuel French, etc. Amanda suggested we need to consider shows that will draw audience - classic/Disney type-shows.
- (v) Junior show options - Heather also developed list of possible MTI shows - Into the Woods, Susical, Keith will explore options as well. A suggestion was to double cast for junior shows to include more children.

ii. **Treasurer Report** - Deferred.

iii. **VP Reports** -

- i. Jamie- No new updates at this time.
- ii. Tesha -No new updates at this time

iv. **Secretary Report** - Elaine updated that email was received from Upper Grand District School Board re: Community Room Use was received. They are accepting applications for Fall/Winter - however not guaranteeing availability just yet. Cathy will ensure we have applied. Elaine received email from Insurance Company that payment for 2021/2022 Insurance coverage was received.

VI. **New Business**

- I. **ACTCO meeting updates** - ACTCO AGM was held June 7th - most of the ACTCO Board was re-elected. Question was posed if Actco members would like to have a Gala/Festival for 2021. The current thought was not to have Festival in 2021. First meeting of the New ACTCO board is July 5th. Congratulations to Amanda for winning President's award.
- II. **MyFM 101.5**- Bailey received email from John of MyFM and they have asked that we use our credit by end of 2021. Bailey will respond that we are hoping to move forward with an event this fall.
- III. **Not For Profit Registration** - The executive met to discuss the possibility of formally registering as a not for profit organization. We reached out to Anne Currie to ask for a contact to guide us in what may be required to start this process. John Currie (ACTCO Treasurer) offered to consult with us with this process. High level discussion and information provided. First order of business is we need to get our

books in formal order to be audited. John also suggested we need to ask ourselves 'Why do we want to register - what is our end goal in registering'? By registering we would have greater access to grants/governmental funding as well as being able to issue receipts, refunding for GST/HST, etc. Keith updated that Curtain Calls was a registered organization which allowed for ability to issue tax receipts for donations. Keith offered to connect with Deb K? (Curtain Calls treasure) as a resource as well. Discussion was that our first step was to formalize our bookkeeping. Suggestion was to purchase a new computer and QuickBooks Program. Heather has contact that refurbishes computers that we could use - range was \$500-600. Heather will post more detail in Slack. The on-line version of QuickBooks for not for profit is approximately \$20/month. **Motion** put forth by Elaine to purchase a new laptop designated for Bookkeeping purposes. Seconded by Tesha. All in favour. Motion carried. **Motion** put forth by Elaine to purchase on-line accounting software (QuickBooks) program. Seconded by Keith. All in favour. Motion carried.

We will continue to carry forward discussion on registering as NFP. Elaine felt that in the event we want to purchase/lease our own rehearsal space or if we wishes to upgrade storage or wireless microphones/ sound equipment - we can apply for grants to support this. Cost going forward to consider. Annual Auditing cost, Legal cost, possible revisions of bylaws.

Other Business

I. **Fall Programming** - Discussed above in President's report.

V. Meeting Adjourned by President at 8:24 pm

VI. Next meeting date - July 25 2021 @ 7:00 pm - possible in-person meeting

Minutes approved by: Heather Holmes (President)
Minutes recorded by: Elaine Whitehead (Secretary)