

**LADYSMITH LITTLE THEATRE SOCIETY**  
**ANNUAL GENERAL MEETING**  
**September 19, 2021**

**WELCOME--CALL TO ORDER:** Charles Harman hosted the AGM via ZOOM due to ongoing Covid-19 pandemic. Dave Ehrissman called the meeting to order at 2:07 PM welcoming participating members and board members signed in.

**ACKNOWLEDGEMENT:** Dave Ehrissman thankfully acknowledged that the Ladysmith Little Theatre is located on the unceded territory of the Stz'uminus First Nations. Dave joined us from Oxford House, Manitoba where he's currently on the unceded lands of the Bonabi (?) Cree Nation.

**INTRODUCTIONS:** The board members are all present: Chuck Harmon, Josee Duffhues, Vicki Barta, Bruce Mason, Susan Carthy, Bruce Ormond, Lindsey Woods and Marily Bridges. Dave welcomed everyone. Chuck was able to screen shot the agenda which had been sent to attendees who indicated they would join the meeting.

**APPROVAL OF AGENDA:** Marilyn Bridges moved the agenda. Brenda Clarke seconded. All approved acceptance without further inclusions and modifications.

**APPROVAL OF MINUTES OF THE 2020 AGM:**

Marilyn Bridges moved approval of the minutes of the 2020 AGM. Susan Carthy seconded. Minutes accepted by all. Gale Lawrence said she had not received the Minutes of the previous AGM and Josee said she would forward them.

**PRESIDENT'S REPORT:** Attached

**TREASURER'S REPORT:** Vicki Barta reported that the Business Account currently has \$6,519.04. With our additional accounts our total as per bank on September 19, 2021 is \$33,815.31. Please refer to additional PDF documents for the Bank and Financial Statement Vicki prepared, as well as the Year-End Financial Statement prepared by Gaetan Desjardins of GD Accounting.

**Questions & Discussion:** Anne Dougherty asked for clarification on the deferred mortgage payments to SD 68: is interest accruing? Bruce assured members that the mortgage is not accruing additional interest but rather that the School District agreed to re-start our monthly payments with principle and interest as it was left

following our last payment. Vicki confirmed that she had previously informed GD Accounting that mortgage payments would resume in October; however that was based upon the condition of re-opening. She has asked SD 68 if we can continue to skip payments until after re-opening, and is awaiting written agreement.

**FINANCIAL STATEMENT REPORT:** Gaetan Desjardins discussed our current finances, indicating that the bulk of our income was from grant funding. He reiterated the need for two of the grants to be used by December 31<sup>st</sup>. Lindsey Woods said that the largest grant from BC Gaming remained available for use until the end of July 2022. Vicki's report on the use of funding to the Town of Ladysmith resulted in the receipt of \$2,500 additional; however it would need to be used for a project. The town's funding had supported our Radio Plays. Ladysmith Little Theatre faced losses due to the early closure for which, nonetheless, expenses such as advertising and marketing were paid. The theatre continued to maintain a presence with advertising through the production of 8 radio plays.

Gaetan set our opening budget with just two shows. This will continue to require watching as it will not generate sufficient operating funds. However, to date he agrees the theatre has done well during this fiscally difficult period and all present offered congratulations. Vicki moved the reports and Josee Duffhues seconded. All raised hands in favour and report passed.

**MEMBERSHIP REPORT:** Josee reported 89 members on the membership list, with 53 up-to-date and a further 15 pre-paid until next year. Refer below. Gale Lawrence asked about changes to membership dues. Members were reminded that the policy with respect to dues changed at the 2020 AGM. Fees are taken annually and keep members current to the end of the September following their payment. This report did not require a motion, merely inclusion.

### **2021 AGM Membership Report**

As you can imagine, with the Pandemic closure of the theatre in March of last year, it has been a difficult year for our members and our membership. It is clear from our records that a great many of our members pay membership dues during years in which they actively participate in productions.

Of our 89 current members, 53 are paid up-to-date, while another 15 have already renewed for next year. Some of those members were added through their participation in the 8 radio plays the theatre produced during the pandemic. We sure appreciate the help

payment of these dues provided during a dark time for the theatre. Letters to members were sent earlier in the year, as well as following last year's AGM, and with the planned reopening in March, we'll no doubt see a return in numbers.

Len Manuel and I worked together to simplify the membership system, and we removed many members who had not been active or paid dues for a period of years. This has made for a better, and less cumbersome output, one we can share with producers, directors, and board members for access to members who have declared their areas of participatory interest. The membership dues cover members until September 30<sup>th</sup>, and annual reminders have also simplified the system. Board members will receive updated lists anytime changes in membership occur. Members may participate in theatre productions, purchase tickets at a reduced price, and vote at annual general meetings. Volunteer participation in theatre productions, whether as an actor or crew member, does require paid membership to meet with insurance regulations. At just \$15 per individual or \$25 for families, we hope you all agree it's a bargain.

We are all looking forward to live theatre again, and we're ready to welcome returning and brand-new members to the only live theatre venue in Ladysmith.

—Josee Duffhues, Membership Chair

**ELECTION OF OFFICERS:** Len Manuel conducted the election of officers beginning with an explanation of the process to be followed. Three calls for additional nominations for positions on the board would follow each announcement of an incumbent board member. There are 4 executive positions, President, Vice-President, Treasurer and Secretary. The board may consist of as many as 12 members, and we have nine incumbents who agree to remain on the board if elected. Dave Ehrismann automatically holds the position of Past President at this election & he has agreed to continue writing LLT's grant writing applications. Ladysmith Little Theatre's board of directors is a working board. Each director holds a portfolio aimed at fulfilling all functions necessary to the continued operation of the theatre. Positions include areas of marketing and production, technical operation and maintenance of lighting and sound, community education and outreach, theatre management and front of house operations to name a few. The board elected at this AGM, each following third calls, were acclaimed as follows:

- Bruce Mason, President
- Bruce Ormond, Vice President

- Vicki Barta, Treasurer
- Josee Duffhues, Secretary
- Dave Ehrismann, Past President
- Charles Harman, Director-at-large
- Susan Carthy, Director-at-large
- Marilyn Bridges, Director-at-large
- Lindsey Woods, Director-at-large
- Kathleen Ramsay, Director-at-large
- Anne Dougherty, Director-at-large
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We are delighted to welcome two new board members. Anne and Kathleen will receive a welcome package that includes the Constitution, Bylaws, Mission Statement as well as a copy of the Board Portfolios, outlining the expectations of board members. Gaetan requests that Anne and Kathleen email him their addresses, postal-code, and date of birth for his required government reports.

**POINT OF ORDER:** Len Manuel reminded attendees that the new president, Bruce Mason, now officially chairs this meeting. Bruce took the opportunity to thank all for attending and expressed his optimism and hope for the coming year.

**ADJOURNMENT:** The Annual General Meeting adjourned at 3:20 pm.