

BC CITT Board Meeting 2025-03-17

Virtual meeting: Zoom

Attendance: Online (Autumn Coppaway, Nicole Lamb, Mimi Abrahams, Tim Koll, Nicholas Timmenga, Jamie Burns, Chengyan Boon), Regrets (Jody Burkholder)

Meeting called to order by Mimi Abrahams at 7:04 pm

Minutes:

1. President's Welcome and Opening Remarks
 - Mimi is joining the national meeting as well
2. Approval of Last Meeting's Minutes

Motion: To approve last meeting's minutes, moved by Nicole, seconded by Tim, motion carried with unanimous consent.
3. Approval of the Agenda

Motion: To adopt the agenda as written, moved by Chengyan, seconded by Nicole, motion carried with unanimous consent.
4. Committee Reports
 - a. Financial Committee
 - Profit/loss and balance sheet were shared in chat (this will be distributed at the AGM)
 - Autumn took us through a slideshow and some charts
 - o Need to add GVPTA as a sponsor
 - o If Nic needs to expense anything for Vancouver Island Student Night, please send before March 31 (so far no expenses)
 - Autumn will present for the Finance Committee at the AGM
 - After AGM, we should think of our next year's keystone events so we can budget for next year
 - o It seems we do about 6-8 events a year
 - b. Governance Committee
 - Plan to meet after the AGM
 - Governance Committee needs more members
 - Nicole will speak on behalf of the Governance Committee at the AGM
 - c. Events Committee
 - Vancouver Island Industry Night
 - o Simon from UVic confirmed as well as a stacked list of panelists
 - o 4 tables:
 - Festivals and Outdoor Production
 - Scheduling, Booking and Stage Management

- Technical Direction and Set Building
 - When Shows Come to Town: Arenas and Roadhouses
 - And then open floor networking
 - Venue tour from Simon
 - **Nic** to send a blurb to Mimi to put on socials (or a Canva invite graphic?)
 - Getting attendees
 - Expected expenses: name tags, doughnuts, stationary, parking for panelists? (Budget?)
 - **Nic** will ask Simon if he can set up the panelists with parking passes
- Keystone event
 - In January/February
 - BC version of Alberta's Backstage Access event?
 - 4 hour tradeshow, and then breakout areas, student events
 - Contact Vancouver Civic Theatres if they want to host?
 - Venue grant? Venue tours?
 - Workshops on lighting, projections, etc?
- ILEA Connect
 - Well attended
 - CITT is pretty much in a supporting role to ILEA, is there a way for CITT to actually value-add here, or do its own thing? (The Boston Pizza event afterwards was pretty well attended by the industry)
 - **Jamie** to send email to ILEA to try to get lists/stats
- Qlab/Isadora workshop
 - Craig is thinking about doing a workshop in May, would CITT like to be involved?
 - Don't know structurally if it's a Douglas event or if it's better for CITT to run it kind of like the tax workshop
 - Craig will join the next Events Committee meeting
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d. Membership Committee

- Waiting this week for the National to send an updated list
- We've been getting quite a few bounced emails as well as members wondering why they aren't on the communication list
- We still really want a social media person
- Tim will present for the Membership Committee at the AGM (TBC)

e. Diversity and Inclusion / Reconciliation Committee... TBC

f. Other Committee Business

5. AGM Prep

a. General direction solidarity

- “Think Global/Act Global” how to we want to respond to current events?

b. Prep day

- 23rd Sunday 7 pm

c. Nominations/voting

- We badly need someone to run as Treasurer
- Tim and Nicole have reached out to Island folks and Autumn to Yukon, but no bites
- Ray from Prince George was interested but is not a member yet
- Jamie will reach out to Kamloops people
- Maybe a student board member would be good to have? (Olivia Niese?)

d. Format

- Format is dictated by our bylaws
- Need 9 total people to show up for quorum

e. Speakers for each committee

- Mimi to chair AGM
- Autumn for Finance Committee
- Nicole for Governance Committee
- Tim (TBC) for Membership Committee
- Jamie for Events Committee

f. Handling Virtual

- Jamie will run the Zoom computer / check chat to count votes – TBC on Sunday

6. Other Business

7. Next Board Meetings schedule

- **24th of March, 2024 will be the Annual General Meeting at 7 pm**
- **21st of May, 2024 will be the next board meeting**

8. Adjournment

- **Adjournment called by Mimi at 8:08 pm**