

**SIXTH MEETING OF THE YEAR 2015 -
FLATO MARKHAM THEATRE ADVISORY BOARD
CITY OF MARKHAM**

**Canada Room, Civic Centre
Monday, August 17th, 2015**

MINUTES

ATTENDANCE:

Present

John Tidball, Chair
Christiane Bristow
Aleem Israel
Arun Mathur
Ronald Minken
Billy Pang
Stephen Timms
Karyn Toon

Staff

Eric Lariviere
Debbie Watson
Scott Hill
Andrea Smitko

Regrets

Councillor Alex Chiu
Councillor Amanda Collucci
Eric Fagan
Anne Gilligan
Councillor Alan Ho
Sophia Sun
Maureen Weaver

The meeting convened at the hour of 5:40 p.m. with John Tidball in the Chair.

1.0 CALL TO ORDER AND CHAIR'S OPENING REMARKS

- thank you for coming to an August meeting

2.0 DECLARATION OF PECUNIARY INTEREST

- none declared

3.0 AGENDA REVIEW, ADDITIONS/CHANGES

4.0 ADOPTION OF THE MINUTES OF THE FLATO MARKHAM THEATRE ADVISORY BOARD MEETINGS HELD ON MONDAY, APRIL 27TH AND MONDAY, MAY 25TH, 2015

RECOMMENDED: THAT THE MINUTES OF THE FLATO MARKHAM THEATRE ADVISORY BOARD MEETINGS HELD ON MONDAY, APRIL 27TH AND MONDAY MAY 25TH, 2015, BE ADOPTED AS CIRCULATED.

5.0 GENERAL MANAGER'S REPORT – ITEMS ARISING

- board appointment interviews completed but Mayor and Council haven't made a decision yet; hopefully by September 16th
- RFQ for Business Plan and Strategic Plan to be done in September
- Bonnie Armstrong has retired early; will review position in September
- transition plan in place;
- Ashley Van Eysinga, Discovery Coordinator, doing a great job with camps
- hiring a temporary Business Coordinator
- marketing transition plan on going; position review and recruitment tba
- Strategic Plan key – roles and priorities of staff
- inserts in Toronto Star and York Region papers about Natalie MacMaster and Donnell Leahy;
- estimated to hit 250,000 to 300,000 households
- feasibility study update by Diamond Schmidt September 21 or October 5
- financially trending favourable for the year

6.0 PRIORITY ITEMS – PRESENTATION AND DISCUSSION

6.1 Strategic Planning Process

- activate in September; RFQ by Purchasing
- January realistic, to Council in spring
- line up with budget timing
- state of Theatre: any value in appearing in front of Council with an annual report? perhaps after 30th Anniversary

7.0 WORKING COMMITTEE REPORTS

7.1 Discovery Committee – Karyn Toon, Chair

- nothing to report at this time

7.2 Sponsorship Committee – Ron Minken, Chair

- working on many leads

8.0 TASK FORCE REPORTS

8.1 Gala Task Force – Christiane Bristow, Chair

- only have about half the items required for the silent auction
- decided not to do gift bags this time
- working on getting volunteers
- catering to be done by the Hilton
- need everyone to help make the silent auction happen
- hopefully every board member can obtain three items
- need big ticket items or cash to purchase something
- real power is in a phone call
- visual is what sells
- don't put descriptions in book, just company name – bold fonts
- ticket sales – 100 single seats
- objective is to net \$100,000

8.2 Volunteer Task Force – Arun Mathur, Chair

- last meeting was July 20th
- job descriptions have been drafted
- Matt Brooks helping fine-tune and add to City's web site
- Ashley Van Eysinga to maintain and take care of program

8.3 Youth Engagement Plan Task Force – Stephen Timms, Chair

- nothing to report at this time

8.4 30th Anniversary Task Force – John Tidball, Chair

RECOMMENDED: THAT THE FLATO MARKHAM THEATRE ADVISORY BOARD ESTABLISH THE MARKHAM PERFORMING ARTS AWARDS TO BE AWARDED ANNUALLY FOR OUTSTANDING CONTRIBUTIONS TO PERFORMING ARTS IN THE CITY OF MARKHAM, WITH THE 2015 AWARDS TO BE PRESENTED IN CONJUNCTION WITH THE 30TH ANNIVERSARY CELEBRATIONS, AND THEN ANNUALLY THEREAFTER.

8.5 Foundation Task Force, Aleem Israel, Chair

- nothing to report at this time

9.0 CORRESPONDENCE:

9.1 Thank You Letter – York University

RECOMMENDED: THAT A LETTER DATED MAY 29TH, 2015 FROM MAMDOUH SHOUKRI, PRESIDENT, YORK UNIVERSITY, CONFIRMING THE NEW MARKHAM CAMPUS LOCATION AND THANKING THE FLATO MARKHAM THEATRE BOARD FOR IT'S CONTINUED SUPPORT OF THE PROJECT, BE RECEIVED.

10.0 NEW BUSINESS

11.0 DATE OF NEXT MEETING

- Monday, September 21st, 2015, 5:30 p.m.
- Canada Room, Civic Centre

12.0 ADJOURNMENT

- 7:00 pm