

BC CITT Board Meeting 2024-03-18

Virtual meeting: Zoom

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

Meeting called to order by Jody Burkholder at 7:35 pm

Minutes:

1. President's Welcome and Opening Remarks

2. Approval of Last Meeting's Minutes
Motion: To approve last meeting's minutes with the above corrections made, moved by Mimi, seconded by Autumn, motion carried with unanimous consent.

3. Approval of the Agenda

Amendment introduced to fix a typo. Items 5.7-5.9 will be as follows

5.7 Homework and Set Meetings
5.8 Diversity and Inclusion / Reconciliation Committee(s)
5.9 Other Committee Business
Motion: To adopt the agenda as amended, moved by Chengyan, seconded by Mimi, motion carried with unanimous consent.

4. Strategic Planning Meeting Followup
 - National Strategic Planning meeting happened and Jody and Autumn attended
 - o Overall vibe was good and more collaborative than before
 - o Action plans in place, some structure and support coming for regionals
 - o Jacquie will attend USITT with Jody and Autumn
 - o Figuring out how to bring value to the industry as whole

5. Committee Reports
 - 5.1. Assigning Committee Heads
 - Membership: Nicole and Mimi will co-head
 - Events: Jamie will be the committee head
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 - 5.2. Events Committee
 - Okanagan Boot Camp in July
 - o Leavitt AWP/Fall Arrest training
 - Can this be a BC CITT co-pro with ActSafe and VDPAC?
 - Can BC CITT promote and offer something (not money)

- TD Roundtable or Q&A for Vernon interested youth?
- Or green room bar night in VDPAC?
- Second Student Night
 - Book Newmont Stage in January? (Ace has offered)
 - Need to pick a date (early January is best) to put in that calendar. PuSh is later in January.

5.2.1 Student Night

- ILEA Job Fair + Social
 - Adding TD roundtable
 - 4-6 pm drop-in, no one has to stay the whole time
 - ActSafe (Degan) could maybe have someone come by to answer safety questions
 - Lock down some anchor guests
 - Reach out to Michael Gall (CITT rep for Arts Club)
 - Call it “tech lounge” instead?
 - Might be good to have an agenda of talking points to talk about if the conversation lulls
 - Don Parman interested, might come out
 - Venue and insurance taken care of
 - Can we ask ILEA to change “Student” registration to “Participant” or “Young Professional” so techs who aren’t students can still feel welcome
 - We can respond “officially yes” to GVPTA
 - Revenue sharing – yes, after ILEA recoups their costs (chat tomorrow)
- Meeting tomorrow night

5.3 Financial Committee

- Can we get another member on this committee who would like to be the head of it? (Chengyan would not like to and Autumn may not be able to in the future)
- Would not be a large commitment at the very beginning

5.3.1 Bank Account

- Will meet next week (Monday or Tuesday) to make bank account. Will discuss offline for meeting time.

5.4 Membership Committee

- Made Facebook page
- Will make Instagram
- Need media guidance – code of conduct and content policy (political postings, Pride?)
- Would be good if we were an active hub for all things training
- Need marketing strategy meeting

5.5 Social Committee

- Hereafter will be incorporated into the Events Committee

5.6 Governance Committee

- Bylaws are now in the drive (BC Bylaws with appendices and amendments based on National's)
- If we will change any bylaws, should seek legal advice
- Jody, Nicole and Autumn will meet to discuss

5.7 Homework and Set Meetings

- Tabled for now – will come back through Slack

5.8 Diversity and Inclusion / Reconciliation Committee(s)

Motion: to create Diversity and Inclusion / Reconciliation Committee, moved by Mimi, seconded by Chengyan, carried by unanimous consent

- Initial members are Jody and Chengyan as co-chairs (others will join as they become aware of its existence)

5.9 Other Committee Business

6. Creation of Socials Team and Online Presence

- Much discussed under Membership Committee report
- Probably need someone who is more present on social media to manage
- Membership Committee to find some people to target for spotlights, etc.

7. Welcome to Western Canada Theatre Kelowna

- Need a welcome email to send to new members
- Mimi to draft a welcome package?
- Autumn will proofread the welcome package

8. Other Business

- Jody to send mailout: welcome back, call for new committee members, join our socials

9. Next Board Meeting's Schedule

- Board meetings will happen on 3rd Monday of every second month
- **20th of May, 2024 will be the next board meeting at 7 pm**

10. Adjournment

- **Adjournment called by Jody at 9:10 pm**