

**Sock ‘n’ Buskin Annual General Meeting
Meeting Minutes March 28th 2021**

Present	Absent
Neve Sugars-Keen	
Lane Haugen	Niheatha Arumugam
Martina Peterson	Nicoletta Owens
Andrea Makris	
Gabbie Cruz	
Lauren McLaughlin	
Josiah McLellan	
Julienne Espiritu	
Grace Smith	
Rachel Stanley	
Tyreike Reid	

Introductions and Instructions Occur

Motion to Open

First: Lauren

Second: Natascha

Meeting Begins

Constitution Review

- Reading of constitution begins
- Spelling error in Article 5 subsection 1
- Amendment to Article 7-- add a subsection to the “Election of Artistic Director”
 - If the only people running for Artistic Director positions are incumbent AD’s the election process is not necessary if the current Board members unanimously decide on a vote of confidence for each AD
 - **Amendment passed**
- Amendment to Article 9 subsection 2

- Change clause so that votes on amendments occur at the same General Meeting as opposed to the following General Meeting
- **Amendment passed**
- Intent to amend and expand Article 13- Sexual Assault/Harassment
 - Will be discussed over the summer and expanded next year
- Intent to create bylaws-- will be thought on over the summer and discussed in September

Round Table Board Updates

Webmaster: Rachel

- Update today's board meeting minutes

Treasurer: Grace

- Numbers for Concord almost finalized
- Currently seems that we made a total of \$431.52 in revenue for Concord Floral
- \$2315.75 operating costs
- Budgeting for March is done
- As final numbers come in they will be updated

Events and Accessibility: Niheatha & Laney

- Virtual Willies in the works
- Will be on April 10th
- Testing a new platform for the event
- Nominations due by noon today

Marketing

- Social Media: Ty

- Concord promotion just finished
- That was a new use of Instagram reels and IGTV
 - Intent to boost this section of the account
- Finished cleaning up the instagram feed so that it just includes headshots and show photos etc.
- Will start promoting the willies

- Graphics: Lauren

- Posters will be ordered for concord cast
- Working on getting Playbill PDFs
- Graphics for the Willies completed

- Internal Coordinator: Arianna

- Working on April newsletter
 - Will include a summary of the year, thanks to our members and details about the Willies

Production Coordinator: Natascha and Neve

- First show of concord recording had to be cancelled
- Comp. tickets were sent to those that bought a ticket for that night and for those that had bad connection on the first night
- Accessibility concerns were brought up
 - Captions and sensory warning added to the final youtube video
- Don't want to use ShowTix again because there were many tech issues

Artistic Director Updates: Natascha and Neve

- In CF feedback forms some concerns
- A cast member not feeling safe or welcomed to talk to the production members
- Rating for the production experience were 10,10,7 and 1
- Concern about the budget brought up--
 - Wanted use of mics for CF because of concerns of cast being audible over the stream
 - Didn't opt for use of mics based on budget and recommendations and equipment from the AV operator Mike
- Would like to implement mandatory meetings with ADs, production team and finance executive to discuss exact budget details (where there is leeway and where there is not)
- Concord Floral about masks
 - The stipulations about COVID measures and mask wearing were clear from the start
 - The comfort of the cast and community was key
- Want a greater focus on equity coordinators being present so that cast members feel comfortable to bring up concerns about this safety measure and others
- There was a sentiment that the ADs and Board didn't care about the tech issues but this was untrue, there were technical issues that were beyond the scope of ADs but they tried to reach out and figure out those issues with the appropriate parties
- Production coordinators are not expected to run all the errands and production team members should take on some of this responsibility
 - However if someone is genuinely UNABLE to do something asked of them please bring this up with ADs
- Scripts- SM scripts are available but this is not something we generally get
 - Can bring up the idea of cue sheets with SMs earlier in the future to support them with more resources

Production Updates

Concord Floral

- Good reviews from audience and Charlatan
- Tech issues especially from ShowTix but they did get fixed in the end

Open Forum

- Question about next year's board positions
 - Will be discussed later in the meeting
- Josiah would like to look over other theatre company bylaws to assist the expansion of bylaws and amendments
- Question about whether the company would like to save up for mics
 - Not a priority at the moment (especially if we go back in person)
 - Option to purchase mics that can be shared between SnB and CMTS and slowly accumulate our number of mics
 - Higher priority would be to purchase a new lighting board (this should be a discussion that would be further debated in the future)
- Options on recording shows to give them a "second life" (especially shows such as Shakespeare which don't have copyright)
 - Concord was recorded for 500 but it would normally be closer to 1500 so this would be an issue that would have to be looked into further
 - Recording would be heavily dependant on rights and copyright issues
- Concerns about accessibility for actors in wheelchairs etc. in the Kilash Mital Theatre
 - Difficult but able for them to access the stage

- We have the ability to reserve accessibility seating for those that need it in the KM Theatre
- SLB theatre fallen out of favour as a space because of its lack of accessibility

Closing Remarks

- Thanks to the leaving members for their hard work
- If outgoing executives have guide documents for incoming members please have them submitted by April 10th
- Outgoing members will officially be finished in their positions on April 10th
- Executives and outgoing executives can use ADs as references
- Looking into safety and awareness training for executives over the summer
- Over the summer
 - specific positions will be chosen
 - Show submissions will be accepted and voted on
 - Continue checking teams- notifications are not very reliable so keep in mind to check it regularly so nothing is missed

Motion to Close

First: Lauren

Second: Martina

Meeting Adjourned