

# **Flying Arrow Productions 2019 AGM Agenda**

## **27<sup>th</sup> October, 2019**

Present: 56 people

Gabi Castro-Zimmony, Taylor Fowlie, Jesse Fowlie, Hannah Whitney, Chris Meade, Blair Brennan, Micayla MacIntosh, Lutz Berkenbosch, Alexandra Ast, Rey Ast, Kieran MacIntosh, Kerry McGurie, Raymond Cooper, Brendan MacIntosh, Evan Smith, Ember Smith, Robyn Abear, Stacy Sanchez, Erin Smith, Maureen Moore, Nicole Pike, Sydney Day, Onyx Brennan, Lindy Silano, Anita Hallewas, Kestrel Collinson, Ava-Veronica Ast, Tala Woodhouse, Carolyn Johnston, Davide Pendergast, Monica Parkin, Bex Reid-Parkin, Iannick Cyr Micchaud, Kristin avery, Krista Royle, Amelia Leenders, Etienne Cyr, Avery Hernasty, Nicole Fricot, Karen Stokley, Nicola Thompson, Rana Nelson, Rachel Grabinsky, Kaylee Knecht, Jesse Booth, Memory Uglene, Monica Embury, Lyndsay Essen, Yorke Parkin, Ruby Corbett, Andy Parkin, Shaun Aquiline, Hailey Christie-Hoyle, Ayse Brennan, Kelly Zurba, Gabriella Draboczi.

Apologies: None

1. Call to order – 4.04pm
2. Welcome & Introduction - Blair and Anita welcome everyone.
3. Absences/apologies – none made
4. Approval of previous AGM report - motion to approve by Lindy Silano, seconded by Gabriella Draboczi
5. Board report (presented by Blair Brennan, Gabriella Drabozi & Lindy Silano – see attached) - motion to approve by Carolyn Johnson, seconded by Nicole Fricot
6. Managing Artistic Director’s Report (presented by Anita Hallewas – see attached) – motion to approve by Davide, seconded by Monica Embury
7. Financial report (presented by Anita Hallewas – see attached) motion to approve by Hailey Christie-Hoyle, seconded by Iannick Cyr Micchaud
8. Election of board of directors:
  - a. Chair – Blair Brennan (nominated by Gabriella Draboczi, seconded by Kelly Zurba)
  - d. Director – Memory Uglene (standing for another year)
  - e. Director – Kelly Zurba (standing for another year)
  - f. Director – Lindy Silano (standing for another year)
  - g. Director – Gabriella Draboczi (standing for another year)
  - h. Director – Shaun Aquiline (Nicole Fricot nominated, Carolyn Johnston seconded. Shaun accepted the nomination and was added to the list of directors)

Motion to accept the list of directors as listed above by Rana Nelson, seconded by Karen Stokley.

Meeting adjourned – 4.23pm.

**Flying Arrow Productions**  
**Balance Sheet**  
**As of 31/08/2019**

**Bank balances carried forward 31st Aug 2018**

Chequing Bank Account	\$ 9,779.00
Gaming Bank Account	\$ -
Multi-cultural Gaming Account	\$ 0.39
Membership Equity Shares	\$ 5.15
Petty Cash	\$ 265.15
	<b>\$ 10,049.69</b>

**End 31st August 2019**

<b>Bank Accounts</b>	
Chequing Bank Account	\$ 22,721.49
Gaming Bank Account	\$ 8,500.00
Multicultural Gaming Bank Account	\$ 0.39
Membership Equity Shares	\$ 5.20
Petty Cash	\$ 55.14
<b>Total Bank Accounts</b>	<b>\$ 31,282.22</b>

**Expenses**

Shrek	\$ 14,814.96		
Summer Day Camp 2018	\$ 1,230.00	Note 1:	
Summer Day Camp 2019	\$ 1,250.00	\$ 200.00	\$ 1,450.00
AB Project	\$ 549.30		
Insurance	\$ 800.00		
Administration & Executive Duties	\$ 4,373.25		
<b>Total Expenses</b>	<b>\$ 23,017.51</b>		

**Income**

Horizon's Grant (Shrek)	\$ 25,000.00	Note 2:	
Summer Day Camp 2019	\$ 960.00	\$ 480.00	\$ 1,440.00
CBT Community Initiatives Grant (Shrek)	\$ 10,000.00		
Gaming Grant	\$ 8,500.00		
Bank Interest	\$ 0.05		
<b>Total Income</b>	<b>\$ 44,460.05</b>		

Note 1: Room rental cheque not banked before Aug 31st \$280

Note 2: more income for SDC deposited after August 31st

## **Chair's Report – 2019 AGM**

Welcome everyone

Thank you all for coming to our AGM.

I'm Blair and I'm currently the chair of flying arrow productions. I'm been a member of the board since it's foundation in 2015.

This year is probably the most exciting year to date time as we undertake our first community musical. In the past almost all our projects have been focused on youth and seniors including some musicals but nothing had been as time consuming and involved so many people to make it a success. This is our second intergenerational theatre project, Welcome Home? which we mounted at the Railway Museum was our first. That show had a cast of only 25 people, the cast of Shrek is double that and the show will be twice as long in length. Work really started for the board and Anita back in January and we really got going with the first auditions in June. Anita started even earlier than that Shrek when she began applying for grants in early 2018.

I hope everyone involved is enjoying the experience and I can't wait to see the final product. We are grateful for the work of all our volunteers thus far. We would not be able to mount a production of this scale without them.

Also this year we ran a stage management course which Lindy will tell us more about and once again Gabbi ran her popular summer camp which she will tell us all about.

I am looking forward to the coming months and working together to bring the musical to the stage.

### **Report from Lindy**

October 5th and 6th we had a Stage Management course with Breanne Harmon. The course covered the responsibilities of a Stage Manager. They start with having lists of everything required for the show. Contacts, schedules, cast, wardrobe, and props, and which scene requires each. Therefore, if there is a question about any scene all the information is available. All reports are kept in a binder. The binder will also contain the script. Through rehearsals the script is followed and everything required is noted and blocking is recorded — where each person will be throughout the scene. A good Stage Manager will have a binder that could be given to another Stage Manager and they could use the notes to run the show. All the cues will be recorded on the script so that for the show the Stage Manager can call all the sound and lighting cues. The Stage Manager writes a report after each rehearsal and show and is the communication between each department so everything can run smoothly.

### **Executive Director's report**

I wanted to start by thanking everyone for coming tonight. Your attendance means a lot to me and our board. Thank you.

Tonight we have had reports from several board members, so I will keep my report to other items.

Firstly, I want to thank all our volunteers involved in our society. Particularly the many dozens of people who have stepped up to be a volunteer in Shrek. I won't try to mention everyone as I wouldn't dare forget anyway, but you know who you are and you are greatly thanked. We are always looking for more volunteers so please get in touch after this meeting to offer your services. On that note, we are really keen to have all of you sitting here tonight become official members. If you are in the Shrek cast you are already a member of the society (through your participation fee) we would value your parents and family members to also become members tonight. The fee is \$5 and your membership boosts our societies ability to access grant funding for current and upcoming projects.

Summer drama camp was once again was a hit, as Gabriella stated. My further note is that after that camp almost every parent took the time to write to me about Gabriella's ability to facilitate a brilliant. The feedback was that the children were engaged throughout the whole week and loved the camp. Thank you Gabriella.

On the note of training, we are pleased to be continuing our professional development through such events as the stage manager training, but also through the many mentoring opportunities available through this show. Already we have team members who are stepping to many roles new to them including vocal coaches, acting coaches, producers, stage managers and more. These many people had the necessary skills to conduct these tasks yet had not had the chance to tutor or teach others. Thank you to you that are brave taking on this big steps. This means much to the society as we are capacity building the many roles that we need to continue to conduct massive project like Shrek that have reputations for volunteer burnout.

Thank you everyone and I look forward to the coming year and all the adventures that await us!