



CITY OF KINGSTON
GRAND THEATRE COMMUNITY ADVISORY BOARD
MEETING NO. 03-2010
AGENDA

Monday, February 8th, 2010, 4:00 p.m.,
Davies Lounge, Grand Theatre,
218 Princess Street


PLEASE NOTE
TIME AND DATE
CHANGE

Please provide regrets to Jannette Amini, Committee Clerk at 613-546-4291, Ext. 1219 or jamini@cityofkingston.ca

COMMITTEE COMPOSITION

Members

Councillor Mark Gerretsen, Eva Barnes, Kathy Burke, Gavin Cosgrove, Linda Ann Daly,
Walter Fenlon, Lyle Merriam, Brian Osborne, Michael Springer, Nick Waterfield, Robert Wood

STAFF SUPPORT

Jannette Amini, Committee Clerk
Elizabeth Cashman, Administrative Assistant, Cultural Services
Brian McCurdy, Director of Cultural Services
Diane Zemba, Manager, Grand Theatre

1. MEETING TO ORDER
2. DISCLOSURE OF PECUNIARY INTEREST
3. CONFIRMATION OF AGENDA
4. CONFIRMATION OF MINUTES

THAT the minutes of the Grand Theatre Community Advisory Board meeting No. 02-2010 held Monday, January 18th, 2009 be confirmed.

5. DELEGATIONS
6. BRIEFINGS
 - a) **Briefing** on Grand Theatre Booking Policies – Mr. Brian McCurdy, Director of Cultural Services
 - b) **Update** on the Grand Theatre Presents – Mr. Brian McCurdy, Director of Cultural Services
7. BUSINESS
 - a) **Discussion** on Arts Education – led by Mr. Brian McCurdy, Director of Cultural Services
 - b) **Discussion** on Grand Theatre Summer Openings – led by Mr. Brian Osborne, Chair
 - b) **Discussion** on the Grand Theatre Community Advisory Boards responsibilities – led by Mr. Brian Osborne, Chair.
8. OTHER BUSINESS
9. CORRESPONDENCE

10. DATE OF NEXT MEETING

The next meeting will be held on Monday, March 15th, 2010 at 6:00 p.m. in the Davies Lounge of the Grand Theatre.

11. ADJOURNMENT



MANDATE/TERMS OF REFERENCE

The goal of the Board is to work collaboratively with the Cultural Director and provide strategic leadership and monitoring in the following areas of responsibilities:

- Overall vision, mission, strategic planning and leadership
- Direct delivery
- Indirect delivery

The roles and responsibilities are as noted hereunder:

- Create an assurance that the Theatre is operating within industry standards for municipal theatres;
- Govern the Theatre according to generally recognized democratic principles including opportunities for theatre users and stakeholders to participate in decision making processes;
- Determine, in collaboration with the Cultural Director, the theatres vision, core values and purpose;
- Develop and monitor the strategic direction of the Theatre to facilitate the fulfilment of the vision;
- Develop and implement a fundraising plan including corporate, individual and special events;
- Ensure high levels of executive management performance and quality of service;
- Communicate to the community about its work and approach to governance.

ABEYANCE ITEMS

DATE ITEM PLACED IN ABEYANCE MTG. #	Description of Item	WHO IS TO RESPOND	DEADLINE FOR RESPONSE	COMPLETED
Jan. 18/10	That the Grand Theatre Community Advisory Board consider further exploration of summer programming at the Grand Theatre.	Director of Cultural Services		