



**CITY OF KINGSTON
GRAND THEATRE COMMUNITY ADVISORY
BOARD MEETING NO. 02-2012**

AGENDA

**Monday, January 16th, 2012, 6:00 p.m.,
Davies Lounge, Grand Theatre,
218 Princess Street**

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

COMMITTEE COMPOSITION

**Fourteen (14) Members of the Public, One (1) Member of Council
Members**

Councillor Jim Neill, Eva Barnes, Kathy Burke, Gavin Cosgrove,
Linda Ann Daly, Walter Fenlon, John Lazarus, Ian Malcolm, Lyle Merriam,
Brian Osborne, Patricia Sullivan, Danielle van Dreunen, Patrick Vecchio,
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. APPROVAL OF THE AGENDA**
- 3. CONFIRMATION OF MINUTES**

THAT the minutes of the Grand Theatre Community Advisory Board meeting No. 01-2012 held Monday, December 21st, 2011 be confirmed.

Distributed separately

- 4. DISCLOSURE OF PECUNIARY INTEREST**
- 5. DELEGATIONS**
- 6. BUSINESS**

a) Marketing Report Update

(Julie Fossitt will be providing a PowerPoint presentation on this item)

b) BUSINESS FROM BOARD MEMBERS

i) Further Discussions on Ticket Sales for 2011/2012

(This was deferred from the December meeting)

ii) Discussion on Revising GTAB's Terms of Reference

(Discussion material has been provided by Rob Wood)

(See Page 1)

AGENDA

7. OTHER BUSINESS

8. CORRESPONDENCE

9. DATE OF NEXT MEETING

Given that the regular scheduled meeting for February falls on Family Day, the date of the February meeting will be determined at the meeting.

10. 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	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		
Nov. 15/10	Branding Strategy for the Grand Theatre			