

# New Theatre Building Sub-committee

## Minutes of meeting No. 1

Date 23 October 2017

Time: 4.30 pm

Venue: MLSHS staff room

### 1. Attendance

Randal Wells, John Pryor, Rebecca Davis, and Michelle Fornasier.

#### NOTE

### 2. Apologies

Stuart Haluszkiewicz and Keith Bales.

#### NOTE

### 3. Minutes of previous meeting

Not applicable as this was the first meeting.

#### NOTE

### 4. Matters arising from the minutes

Not applicable as this was the first meeting.

#### NOTE

### 5. Establishment of the New Theatre Building Sub-committee

RW noted the P&C moved and carried a motion to establish the New Theatre Building (NTB) Sub-committee at the 21 August 2017 P&C meeting.

#### NOTE

### 6. Purpose of the NTB Sub-committee

**Purpose:** To investigate support and feasibility of developing a new theatre building at MLSHS.

- The Sub-committee is to gather information, investigate options, and develop strategy towards the purpose.
- The NTB Sub-committee is to not to engage in any lobbying
- The NTB Sub-committee does not have a budget or an account. It is therefore not to commit to or incur any costs.

#### ACTION: ALL

## 7. P&C membership

All NTB Sub-committee members must be paid up members of the P&C. Rebecca Davis and Michelle Fornaiser submitted their P&C membership forms and fees (\$1 each) to John Pryor (P&C President). Rebeca Davis paid the fee for Stuart Haluszkiewicz. His form was subsequently received by email.

**ACTION: All non-paid up Sub-committee members**

## 8. Terms of reference

The NTB Sub-committee is to have a terms of reference consistent with WACSSO guidelines. RW to prepare the terms of reference for presentation at the next P&C meeting.

**ACTION: Randal Wells**

## 9. Skills Matrix

RW tabled a draft skills matrix. All to add the skills they considered necessary for the NTB Sub-committee to be effective. Future to the meeting the skills matrix has been loaded on the Dropbox folder for updating.

**ACTION: ALL**

## 10. Additional NTB sub-committee members

RW invited suggestions for additional sub-committee members. Any persons willing and able to assist the Sub-committee are welcome to join. RW undertook to note the Sub-committee's wish to have representation from MLSHS staff at the School Board meeting to follow after this meeting.

**ACTION: Randal Wells**

## 11. Shared facility agreement

John Pryor noted he would send RW a copy of the shared facility agreement between MLSHS and ECU for the Gymnasium building.

**ACTION: John Pryor**

## 12. Dropbox

RW noted he would set up a Dropbox folder to allow all NTB Sub-committee members access to information gathered by the Sub-committee.

**ACTION: Randal Wells**

## 13. Next meeting

6 pm on 22 November 2017 at MLSHS Board Room.