

CRYSTAL THEATRE MANAGEMENT COMMITTEE MEETING MINUTES

7 FEBRUARY 2012

ITEM 1 ATTENDANCE AND APOLOGIES

PRESENT: The Mayor – Councillor Neville Castle, Beverly Morris, Dave Allen, Maree Statham, Ron Bidwell and Andrew Muir.

APOLOGIES:

RECOMMENDATION: That apology from Councillor Col Hunter be accepted.

MOVED: Dave Allen

SECONDED: Maree Statham

ITEM 2 CONFIRMATION OF MINUTES FROM THE MEETINGS OF 8 NOVEMBER 2011 AND 13 NOVEMBER 2011

With the exception that the meeting date should have read Tuesday, 7th February 2012, the minutes were confirmed as a true and accurate record of each meeting.

MOVED: Dave Allen

SECONDED: Neville Castle

ITEM 3 BUSINESS ARISING FROM THE MINUTES

No business arose from the minutes.

ITEM 4 MOUSE PROBLEM IN KITCHEN STOREROOM

Beverly Morris advised that Al Gerke has been out and plugged up the holes. Whilst there is still signs of mouse activity, it was decided to wait at least three weeks to see if the problem improves with laying of mouse baits. If not, Beverly will call Jim Nichols in approximately 3 weeks time.

ITEM 5 STAGE CURTAINS

Andrew Muir presented a verbal report on investigations into the supply and installation of stage curtains. A quotation has been received from Stage & Studio in the amount of \$20,771.93 including GST. Andrew has discussed the matter with the General Manager and it was considered that at least one more quotation should be sought. Andrew has sourced two other potential suppliers/installers, being JANDS and Specialist Theatre Supplies. It is hoped that a representative from Specialist Theatre Supplies will be able to attend the site tomorrow to measure up. This will be in the afternoon and Ron indicated he should be available to let the representative in.

ITEM 6 FLOOR SANDING

To be investigated when painting is finalised.

ITEM 7 PAINTING OF UPSTAIRS ROOM

Ron advised paint had arrived but one ceiling panel needs to be replaced.

ITEM 8 LIFT KEY

Andrew advised that difficulties had been encountered in trying to get a second replacement key cut. It was suggested that the locksmith at Russel Street, Bathurst may be able to assist.

ITEM 9 GENERAL BUSINESS

1. Maree raised the issue of placing a display cabinet on one of the front walls for awards received by the Art Committee. No objection was raised to this.
 2. Ron advised that the key had snapped off in the roller shutter door at the back of the Theatre. This will be attended to.
 3. Other items raised related to the ascertaining the limitation claim period for the alleged stolen organ during the refurbishment works. Andrew will investigate this. Also Maree indicated she provided an invoice to Council in relation to the alleged stolen lights during this period as well in the amount of \$440. Andrew indicated he has not seen this come through but would check.
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There being no further business on the agenda, the meeting was closed.

The next meeting of the Crystal Theatre Management Committee will be held on Tuesday 24th April 2012 at 4.00pm.
