



Minutes

Union Theatre Management Committee 9 May 2014 3.30pm

Name of Committee	
Item Number	Agenda
1	Welcome/present/ apologies
2	Confirmation of minutes
3	Business Arising
4	Dressing Rooms Extension
5	New Proscenium Stage Surround
6	Two new solid doors for auditorium
7	Name signage on front facade
8	Door from auditorium to the toilets
9	Theatre usage by nonprofit community groups
10	General Business
11	Next Meeting

MINUTES – UNION THEATRE MANAGEMENT COMMITTEE MEETING -

9 MAY 2014



ITEM: 1 PRESENT AND APOLOGIES

PRESENT: Chairperson – Councillor Col Hunter, Al Ritchie, Rae Burton, Leo Vliegthart.

APOLOGIES: Jim Nichols

OFFICERS: Andrew Muir

GUEST: Margi Fallon, Integrated Design Architects

DECLARATION OF INTERESTS: Nil

ITEM: 2 CONFIRMATION OF MINUTES FROM THE PREVIOUS MEETING

ACTION

THAT the Minutes of the meeting of 8 October 2013 be taken as read and confirmed.

MOVED: Rae Burton

SECONDED: Leo Vliegthart

ITEM: 3 BUSINESS ARISING FROM MINUTES

There were no matters arising from the minutes of the meeting of 8 October 2013.

ACTION

THAT there being no matters arising from the minutes of the meeting of 8 October 2013 that the minutes be noted.

MOVED: Cr Hunter

SECONDED: Rae Burton

ITEM: 4 DRESSING ROOM EXTENSION

Margi Fallon went through three options. Option 1 was the favoured option of the committee with some adjustment to include a storage area for the Grand Piano.

ACTION

THAT Integrated Design Architects be requested to finalise DA Plans for Option 1 with an adjustment of the storage area for the Grand Piano.

MOVED: Al Ritchie **SECONDED:** Leo Vliegenthart

ITEM 5: NEW PROSCENIUM STAGE SURROUND

No further action at this stage

ACTION - NIL

MOVED: Al Ritchie **SECONDED:** Rae Burton

ITEM 6: TWO NEW SOLID DOORS FOR AUDITORIUM

Investigations into costings for two new solid doors for the auditorium are to be undertaken.

ACTION

THAT Council Officers be requested to investigate costings for two new solid doors for the auditorium and report back to a future meeting.

MOVED: Leo Vliegenthart **SECONDED:** Al Ritchie

ITEM 7: NAME SIGNAGE ON FRONT FAÇADE

The committee considered locations for the name and signage on the front façade. It was recommended that signage could go in a recess located in front façade.

ACTION

THAT Council Officers be requested to obtain costings for signage on the front façade and report back to future meeting.

MOVED: Leo Vliegenthart **SECONDED:** Al Ritchie

ITEM 8: DOOR FROM AUDITORIUM TO THE TOILETS

The committee considered a submission concerning a problem with the door from the auditorium to the toilets. The door was locking when closing therefore people were getting trapped.

ACTION

THAT Council Officers arrange to have the door from the auditorium to the toilets fixed before 17 May 2014.

MOVED: Al Ritchie **SECONDED:** Rae Burton

ITEM 9: THEATRE USAGE BY NON PROFIT COMMUNITY GROUPS

The committee considered a submission concerning theatre usage by non-profit community groups and no charge for community groups to use the Grand Piano. Nominations will need to be submitted for users of the piano to seek approval as being competent to use and care for the instrument.

ACTION

THAT Council be requested to alter its proposed fees and charges to not charge a bond for Community groups to use the Grand piano providing evidence is provided with the booking that the person who will be using the instrument is competent to do so.

MOVED: Al Ritchie **SECONDED:** Rae Burton

ITEM 10: GENERAL BUSINESS

The portable dressing rooms have arrived.

It was brought to the committees attention that the locks have been changed therefore new keys need to be cut for Al Ritchie.

ACTION

THAT Council Officers arrange for new keys for the theatre to be cut and passed on to Al Ritchie.

MOVED: Leo Vliegenthart **SECONDED:** Rae Burton

ITEM 11: NEXT MEETING:

Next Meeting: Thursday 7 August 2014

There being no further business the meeting closed at 4.30pm