



# Minutes

## Crystal Theatre Management Committee 18 November 2014 4.00pm

Crystal Theatre Management Committee	
Item Number	Agenda
1	Attendance and apologies
2	Confirmation of minutes from the last meeting
3	Business Arising from the Minutes
4	General Business
5	Next Meeting

## CRYSTAL THEATRE MANAGEMENT COMMITTEE MEETING



### MINUTES – 18 November 2014

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#### ITEM: 1 ATTENDANCE & APOLOGIES

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**Present:** The Mayor - Councillor Maree Statham, Barbara Bretherton, Sue Rose, Ron Bidwell, Sue Banning for Jacquie Terry.

**Apologies:** Dave Allen, Cr Col Hunter.

**Officers:** Andrew Muir, Jim Nichols

**Declaration of Interests:** Nil

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#### ITEM: 2 CONFIRMATION OF THE MINUTES FROM THE LAST MEETING

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#### COMMITTEE ACTION

**THAT** the Minutes of the meeting of 4 March 2014 be taken as read and confirmed.

**RECOMMENDATION TO COUNCIL – Nil**

**MOVED:** Barbara Bretherton

**SECONDED:** Sue Rose

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#### ITEM: 3 BUSINESS ARISING FROM THE MINUTES

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#### COMMENTARY

1. A sample of material for the side curtains was provided for consideration. The sample was not a match and further samples are to be provided for consideration and if a match is not possible a Regency Stripe pattern is to be selected.
2. It was noted that repairs to the awning guttering had been completed and the plaque for in recognition of Beverly Morris had been installed. The evacuation plan has also been replaced in the building.

3. A tax invoice has been forwarded to the Portland Art Purchase Society for payment to Council of the \$3,500 State Government donation.

**COMMITTEE ACTION**

**THAT** the information be noted.

**RECOMMENDATION TO COUNCIL - Nil**

**MOVED: Barbara Bretherton**

**SECONDED: Sue Rose**

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**ITEM: 4      GENERAL BUSINESS**

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1. The Mayor advised that the play, Frozen, will be held on 21 December 2014 in the theatre. The performance is free and is being sponsored by Council and bookings are encouraged and will be taken by the Visitors Information Centre. Theatre seating will be placed in position by members of the committee. The Cinema Committee will be putting on afternoon tea for the show. Council Community and Culture staff will arrange for promotional material to be provided to the committee for distribution in Portland.
2. An email was presented from Jacquie Terry, the Portland Art Society representative on the Crystal Theatre Management Committee, resigning her position on the committee and advising that Sue Banning had been nominated by the Portland Art Society as their new representative. It is necessary for Council to accept Sue's nomination to the committee.

**COMMITTEE ACTION**

**THAT** the nomination of Sue Banning as the new Portland Art Society representative be supported by the committee and her nomination be submitted to Council for approval.

**RECOMMENDATION TO COUNCIL**

**That Sue Banning be accepted as the new Portland Art Society representative on the Crystal Theatre Management Committee.**

**MOVED: Sue Rose**

**SECONDED: Barbara Bretherton**

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**Meeting Closed: With no further business the meeting was closed at 4.45pm.**

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**ITEM 8:      NEXT MEETING:**

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**Next Meeting: Tuesday 3 March 2015 at 3.30pm.**