

Committee Meeting Minutes Wednesday 10 September 2025

Meeting Time: 6:00pm
 Meeting Start: 6:04pm
 Meeting Close: 9:15pm

Attendance in Person: Peter Harding – President - Chair
 Diana Mason – Vice-President, Karen Harding – Secretary, Ken Jones - Treasurer
 Committee: Deb Johnston, Mike Sheehan, Candace Baldwin, Iesha Williams, Teri Adamson

Item:	Raised By:	Matter For Discussion:
1	<i>Karen</i>	Confirmation of Minutes from last meeting,
		Motion: That the minutes from the meeting 8th July 2025 and the 12th August 2025 be accepted as a true and accurate representation of the meetings.
		Minutes for the two meetings have been emailed but not enough time for people to read. Will ratify by email.
2	<i>Ken</i>	Treasurer Reports for August
		\$379,000 in bank at end of August. On track profit wise as last year, down \$10,000 but we have spent a lot more in royalties. Carpet cleans etc. Spamalot takings will arrive in September.
		Motion: The Treasurer moves that the financial statements from July be accepted.
		Moved: Ken Seconded: Mike Approved
		Ken reported that last month we had \$50,000 but less than 2 weeks later we have \$94,000. The next term deposit is due in October. After discussion Ken moved:
		Motion: That we put \$45,000 into a term deposit for 8 months till May.
		Moved: Ken Seconded: Karen Approved
3	<i>Ken</i>	New Members
		Samantha Wooldridge, Meg Martin, Frank Delgaro, Kayla Love
		The question was raised that no-one knew who Samantha and Meg are. Discussion re membership form and who nominates and seconds the new members.
		Motion that Frank Delgaro and Kayla Love be accepted as members.
		Moved: Ken Seconded: Mike Approved
		Motion: To add "How did you hear about us?" to membership form.
		Moved: Ken Seconded: Iesha Approved
		Peter to contact the two member applications that nobody knows.
4	<i>Ongoing</i>	Policies and Procedures
		Karen is in the process of uploading what we have to share to the committee members for proof reading.
5	<i>Peter</i>	DRS Vacancy
		Di Ennew agreed to be our new DRS member. Karen to update the contact forms around the theatre.
6	<i>Karen</i>	Airport Advertising
		Discussion about advertising at the Airport for the yearly season.
		Motion: That we purchase a 12 month slot for 6 screens in the airport for \$1250.00 per annum

Committee Meeting Minutes Wednesday 10 September 2025

		Moved: Karen Seconded: Teri Approved
		Karen will also ask Liz for help in creating the artwork.
7	Karen	Sponsors next show
		Sea and sky would like to sponsor the raffle for Georgy Girl. Approved. Also Heath's excavating company would like to be a sponsor. Karen to contact for more information.
8	Mike	High School Awards
		Motion: That we up the drama award to \$80.00
		Moved: Mike Seconded: Ken Approved
		Only three award days this year, all on Thurs 25th September. Ballina coast 9:30 Ilesha Candace will if she can't, Xavier 12:00 Peter, Emmanuel 11:00 Mike
		<i>Inward Correspondence</i>
		<i>Rex Forwood contacted wanting to put on his musical Forgotten.</i>
		General discussion in regards to the non-mainstream production. General consensus that we focus on mainstream productions and that they should pursue a different venue.
		<i>Mechelle Anderson sent in a proposal to conduct adult acting classes for term 1 and 2 in 2026 at no charge to the members.</i>
		Much discussion was had to the proposal, and there is much merit in the idea. Unfortunately the decision was made that it doesn't fit our calendar commitments at this stage.
		<i>Splat - request for ideas as a fellow regional theatre</i>
		Karen will forward the email to committee and collate any responses to reply.
		<i>GCTA - FOH Managers Focus group 26th Oct 3pm Javeenbah</i>
		Info for team.
		<i>Comfort Inn has requested to work with us for possible Accomodation & Show packages or support (Sponsorship?)</i>
		Karen to contact and have discussions for more information. General feeling in regards to this was positive.
		<i>Jamie McLeish request to stage their originals at Ballina Players.</i>
		General discussion in regards to the non-mainstream production. General consensus that we focus on mainstream productions and that they should pursue a different venue.
9		<i>Liz sent in a letter proposing that we liaise with the Lismore Conservatorium of music to facilitate a network to provide live music band members for Ballina Players.</i>
		General discussion. Positive bent to having relationship with the conservatorium, but manning the band is very unique to each show. Happy for Liz to be the contact between Ballina Players and the conservatorium if the musical director for a particular show wants to utilise it.
		<i>Mel Doriean sent in a letter as production manager for Anne Of Green Gables requesting again that the front two rows of the tables be removed from the auditorium to allow for a ten piece orchestra during the show.</i>

Committee Meeting Minutes

Wednesday 10 September 2025

		It was noted that any variation from our usual configuration should be submitted along with the original submission. This topic has already been discussed at committee level and for many reasons the unanimous answer from Committee was no. The options as previously communicated to the production team for the band are the pit, on the pit or on the stage. Although we appreciate the request, the theater does have limitations on what can be achieved.
		<i>Kate Peters sent a request to Ballina Players to auspice their grant application for the Palm Awards.</i>
		It was agreed that we would work with them again. Karen to contact.
		The Drill Hall Theatre sent an invitation for two to their opening night and requested that we advertise the event to our members.
		Agreed. Iesha to attend.
		<i>Jacque requested a committee rep for extra auditions for Anne Of Green Gables on Saturday the 13th September.</i>
		A representative is available. Karen to contact to find out times needed.
10	<i>General</i>	Submissions
		There were ten high quality submissions for the upcoming season. A robust discussion was had in regards to appropriateness for our theatre, the time slots available, teams and availability. We discussed potentially putting in two plays to the season (suggested for the 2027 season), and were also limited by when different shows rights were available. The following shows were selected for our 2026/7 season:
		June: Chorus Line directed by Iesha Williams
		August: Wedding Singer directed by Liz Van Eck/Kristen Lodge/Candace Baldwin
		November: Rocky Horror Show directed by Candace Baldwin
		March: Mother & Son directed by Allen Ennew
		Karen to email all submitters with the decisions made. Also to thank all directors for submitting high quality shows and to please keep submitting next year.
11	<i>General</i>	Calendar - including Onstage request
		The dates have been set for our 2026/7 season
Facility:	<i>Peter</i>	<i>Licensee Update</i>
		No update.
		<i>General update and matters arising in prior period</i>
		Three led external lights have failed. Peter has contacted the electrician. They are contacting next week as they have been away.
		<i>Council Matters</i>
		Peter contacted council. A CRM has been raised, the outgoing contact did not put the request in the right place. Should now start moving forward.
Publicity:		Social Media Update
		Website changes/updates
		General Marketing
Current Show Updates:		
	<i>Spamalot</i>	Went very very well. Now in bump out mode. Positive experience all round.

Committee Meeting Minutes

Wednesday 10 September 2025

	<i>Georgy Girl</i>	Auditions complete and is cast. Meet and greet held last night. Some rehearsal date changes but moving forward.
	<i>Anne Of Green Gables</i>	Auditions next weekend.
	<i>Afraid of The Dark</i>	Auditions booked for December.
General Business:		
	Mike	Contacted re the Electronic advertising board outside IGA. Mike emailed twice, but as yet has received no reply.
	Karen	Abby Festival, from whom we hired some costumes for Spamalot, has requested that they use some of our photos for promotion. Approved..
Next Meeting:		Tuesday 16th September for Business review, Tuesday 14th October for next committee meeting.
Meeting Closed:		9:15pm