

# BOARD OF DIRECTORS MEETING MINUTES

---

**DATE:** MONDAY, NOVEMBER 22, 2021  
**TIME:** 6:00 pm to 6:45 pm  
**LOCATION:** Great Room, El Dorado Hotel, Lakeshore Road  
**ATTENDEES:** Full Board  
Artistic Director  
Managing Director  
Operations Director

---

*The Board meeting on Monday, November 22, 2021, was a shortened meeting focused on approval of the 2022 budget. At 6:45 pm, the meeting ended to allow Directors and Staff to prepare for the 7:00 pm "Sneak Peak" event.*

## 1. Call to Order — 6:00 pm

The President called the meeting to order at 6:00 pm.

## 2. Approval of Agenda

Moved by Maria Correia that the agenda be approved as presented.

APPROVED

## 3. Approval of Minutes

Moved by Paul Stephenson that the minutes of the September 15, 2021, meeting be approved as presented.

APPROVED

## 4. Staff Reports

Moved by Gayle Lunn that the Managing Director's report be approved.

APPROVED

Moved by Riley Dunsmore that the Artistic Director's verbal report be approved.

APPROVED

## **5. Company Finances**

Moved by Paul Stephenson that the Draft 2022 Budget be approved.

APPROVED

## **6. Board of Directors**

Moved by Maria Correia that each Director of the Board be expected to:

- provide an average of 1 hour per week to the company
- co-chair one Board committee
- contribute a minimum of \$50 per month to the company, or provide in-kind services that are required by the Board, and approved by the President

APPROVED

## **7. Other Business**

No other business was brought forward.

## **8. Next Meeting**

The next Board meeting was scheduled for January 18, 2022.

## **9. Adjourn — 6:45 pm**

The President adjourned the meeting at 6:45 pm.