

# Playhouse-66 / Theatre Scarborough

## **Season-42 Annual Report**

August 1, 2020, to July 31, 2021

## **Message from the President**

I have spent a great deal of time thinking about how to start this message about this past season. I am reminded of the opening of a Dicken's novel that I was forced to read in grade 10. I obviously did not know then how this novel would remain in my thoughts throughout my lifetime. For my purposes today I am going to take a little bit of literary licence and reverse some of the thoughts.

**"It was the worst of times, it was the best of times, it was the age of foolishness, it was the age of wisdom, it was the epoch of incredulity, it was the epoch of belief, it was the season of darkness, it was the season of light, it was the winter of despair, it was the spring of hope."**

In March of 2020 there was a feeling that this blip in our existence would perhaps last 2 months or maybe we could open in September 2020 or maybe spring 2021. Then the realization that we were shut down for 17 months and now can only open slowly and perhaps if things don't improve, we may be shut down again. That is the worst that could happen.

I thank each of you for attending this meeting tonight. It is my hope that we will come together to reopen with great flare and are once again able to meet face to face and not in a virtual environment. Please ask questions and join any of the discussions.

We have not been sitting still, listen to, and read all the reports. Become an active member. Remember this is your theatre.

Welcome to the 42<sup>nd</sup> Annual General Meeting of Playhouse 66 / Theatre Scarborough.

Respectfully submitted

Rhoda Silzer, President

***To all of our volunteers:***

***Thank you.***

***Please remember you are the strength of our organization, and we  
will continue to rely on your commitment.***

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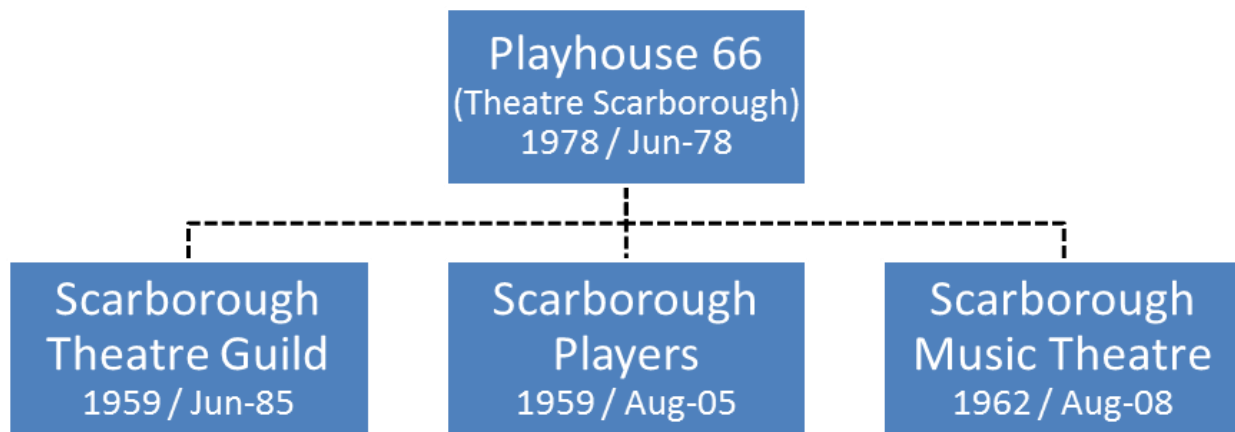
**I. Theatre Scarborough Mandate**

Theatre Scarborough (TS) was formed at the time of the construction of the **Scarborough Village Recreation Centre** to provide a single point of contact for the City when dealing with the member Performing Arts Organizations (Scarborough Music Theatre, Scarborough Players, and Scarborough Theatre Guild) whilst coordinating the use of the theatre.

Since the formation of TS, other areas of opportunity have been identified that benefit the member performing arts organizations from a single point of engagement. As a result of the Season 2018/19 Community Space Tenancy work, the TS Board identified that the following eight areas need Managers/Leads that report to the TS Board. These Leads can sit on the Board directly or can choose to not sit on the Board, but report to the Board. Currently TS is responsible to:

- Run the common Box Office (leads Wendy Miller & Rhoda Silzer);
- Run a common website (leads Dot Routledge & Mike Scott);
- Coordinate theatre management (lead David Buffham);
- Lead engagement with SVRC reps (leads Dot Routledge & Katherine Turner);
- Lead engagement with City of Toronto reps (leads Lynette Hines & Katherine Turner)
- Coordinate theatre marketing and publicity (lead Mike Scott);
- Coordinate the operation of theatre refreshments (leads Rhoda Brachman & June Bedford);
- Coordinate community partnership activities (leads Katherine Turner & David Rudat);
- Coordinate theatre accessibility activities (lead Rhoda Silzer).

It behoves TS to continue to look for opportunities to leverage the combined power of the three member performing arts organizations via the harmonious and focused actions of Theatre Scarborough.



*The dates indicate date of incorporation vs date registered as a charity.*

The three theatre groups neither report to Theatre Scarborough, nor do they have any legal relationship to Theatre Scarborough, however the above picture is only meant to show the co-ordination effort between the four organizations.

## II. Key Department Reports

### 1. The Theatre Scarborough Box Office

*(The Box Office Co-Managers are Wendy Miller and Rhoda Silzer)*

The Box Office is comprised of three distinct areas:

- Box Office at Home;
- Box Office at the Theatre (during performances); and
- Subscriptions - processing orders and mailing of tickets.

The first two require volunteers to be trained during a 90-minute session.

For the 2021/22 Season, subscriptions have been cancelled in favour of selling single shows as soon as it is feasible. The three theatre groups are discussing COVID accommodations that will need to make all areas where we interact with our patrons as safe as possible. We hope to resume our subscription series for the 2022/23 season.

Due to Covid 19, and not having a 20/21 season, the Box Office was not operating. Rhoda continued to monitor the box office phone line and Wendy answered any box office emails.

We were able to contact most patrons and offer a refund, a ticket deferment, or a credit towards the next full season.

For the 21-22 season we anticipate possible November or December performances and we are hopeful that January 2022 will bring us back to a more typical schedule. The Box Office and volunteers will be there helping patrons and taking extra Covid precautions to ensure everyone's safety.

The Box Office is always looking for volunteers. This volunteering can be done from home and the schedule is flexible. We train you, plus offer a reference guide – and you can do as few or as many shifts as you want. Our patrons are very appreciative, and this is a great opportunity to gain customer service experience and add value for our ticket-buying patrons. If you are interested in volunteering with the box office please contact Rhoda or Wendy at:

**[boxoffice@theatrescarborough.com](mailto:boxoffice@theatrescarborough.com)**

## 2. Theatre Refreshments

(The Theatre Refreshments Co-Managers are Rhoda Brachman and June Bedford)

*In the beginning, the staff of the Scarborough Village Recreation Centre were responsible for providing refreshments services to theatre patrons. At that time, this was provided via the snack bar near the ice rink. However during shows with full houses, they would also set up a secondary location closer to the theatre – which was the location where our current refreshment set up is.*

*After the 1990's amalgamation of the cities of Scarborough and Toronto, the concessions within the community centers were awarded to "Country Style". Country Style provided their service during the hockey season – which ran from the end of September to the beginning of April. However, since this schedule did not support the full needs of our theatre patrons, a group from Theatre Scarborough met with representatives from Country Style to explore options. During that meeting, Theatre Scarborough was granted the rights to provide a limited service of refreshments to our patrons. Linda Brent offered to take on the responsibility of setting up this service.*

*Much discussion ensued about what this new service would be called. Eventually, "Theatre Refreshments" (TR) was the chosen designation.*

Originally the theatre refreshments mandate was to provide low cost refreshments to our patrons. Over the years, the revenue contribution of Theatre Refreshments has been essential to off-set the rising costs of running our theatre. The activity continues to be a valued benefit to both our patrons and Theatre Scarborough operations.

Rhoda and June took over Theatre refreshments this season and have been doing an awesome job. They carefully monitor which items patrons are most interested in so that they can focus stocking on those. Additionally, they monitor changing costs to maintain a reasonable profit margin while keeping pricing as straightforward as possible during shows. Rhoda and June ensure that each show is staffed with one or two refreshments volunteers – **but more are always needed!**

### **3. The Theatre Scarborough Website**

*(The website leads Dot Routledge & Mike Scott)*

This year, in a time of continued covid strangeness, we have managed to leverage our website in new ways to support our covid related communications.

The site has been used for such purposes as:

- Informing our patrons, members and volunteers know about covid townhall series and to post videos of the townhalls for those who could not attend.
- Supporting the box office with up to the minute information for ticket holders about refunds and deferment passes
- promoting our very successful Covid Relief campaign

Doing this work has also highlighted some flaws in the current design. During the 2019-2020 season we started looking at a redesign of our website which got side-tracked by the pandemic. We will definitely pursue this during the coming season.

Dot Routledge and Mike Scott currently act as overall administrators. The web team also includes an update person from each company who can post announcements and update show pages for the member companies.

We look forward to adding and updating show pages in the very near future!

**[www.theatrescarborough.com](http://www.theatrescarborough.com)**

### **4. Scarborough Village Theatre Operations**

*(The lead Theatre Coordinator is David Buffham, supported by Jennifer Bakker and Graham Duncan)*

This year has been relatively quiet for the Theatre Operations team. With limited access to the Scarborough Village Theatre due to the pandemic, we have been unable to carry out planned maintenance or capital improvements.

David Buffham visited the space when accessible to make sure there were no issues and to strike and return rental equipment.

This coming year the team hopes to continue to provide:

- Technical support from move in to move out for the Theatre Scarborough groups. This year for as many mainstage productions as the groups are able to produce.
- Technical support for community use of the theatre space, if requested.
- Day-to-day maintenance of the theatre space and the systems that fall within Theatre Scarborough's responsibility to maintain.
- Continued Co-ordination with the City to ensure that smoke and haze effects can be used within the theatre where necessary
- Continued technical upgrades and capital improvements to lighting, sound, and backstage facilities.

The team would like to encourage all users of the theatre space to contact them at any time with questions, suggestions, or complaints with regards to the theatre space via the email address:

**[svtech@theatrescarborough.com](mailto:svtech@theatrescarborough.com)**



## 5. Policies and Procedures

*(The Policies and Procedures team includes Lynette Hines, Katherine Turner and Carolyn Williamson)*

Theatre Scarborough is responsible for ensuring that the member groups — SMT, STG and SP — share the theatre space and responsibilities safely in order to do their best work. It is therefore important that we all understand the guidelines that support this. To this end, a Policy document was started back in 2018-2019. In order to make sure critical policies were not missed, our past-secretary, Wendy Miller went through TS Board minutes capturing decisions that should be considered a policy or procedure.

Lynette Fairweather struck a committee including Carolyn Williamson and Katherine Turner to review and revise these decisions and incorporate them into the existing Policy document to be shared with the groups. There is a little more work to do and then this important document will be available to sit in binders at rehearsal tables in our units and in the booth and greenroom at the theatre. We will all benefit from a handy reference about what paint must be used to how to deal with noise in the Rec Centre during a performance.

## 6. Community Partnerships

*(The Community Partnerships Co-Lead is Katherine Turner)*

As the 2019-2020 season came to a stop, we remained hopeful that some events might return for 2020-2021. For a second year there were no Guildwood Days, no Guild Alive with Culture, no Taste of the Lawrence, no Pathways for Education Graduation and no StartYPA.

Though there was no Festival or Gala this year, we did connect with our Association for Community Theatres — Central Ontario (Act-Co) partners to share information and to participate in a video to be shared across the GTA that our doors would open again.

In the fall of 2020, we did reach out to our community with Town Halls providing updates as to what would be needed when we re-open.

Finally, after almost 18 months, we are beginning to see the light. We look forward to reporting on community outreach at the 2022 TS AGM.

Overall, the brochure and its changes continue to be received well by patrons and any feedback is always tracked for the 2021/2022 season brochure — which we hope we will be allowed to have!

### **III. Select Initiatives**

#### **1. COVID-19 Working Committee**

*(The committee chair is Dot Routledge, supported by L. Henderson, L. Hines, M. Scott, R. Silzer, and K. Turner)*

In response to the pandemic, the Theatre Scarborough Board created a COVID sub-committee. Members of this committee were charged with creating plans/scenarios for safe theatre operations during the COVID pandemic should a reopening be possible and looked at fundraising efforts to sustain us throughout the pandemic. During this second year we have:

- Conducted a series of 3 town halls in September and October to inform our patrons/members/volunteers on our work to date and to allow these stakeholders an opportunity to add their voices to the conversation.
- Ran a successful COVID Relief fundraising effort
- Continued to hone our COVID related safety protocols and procedures
- Created a timeline and set of tasks for reopening
- Started to engage volunteers to aid in reopening
- Been in constant communication with the city regarding rent relief and reopening protocols/information.

Coming Soon:

- Formal Theatre COVID-19 Safety Plan
- Training sessions for volunteers
- How Will Your Experience Change townhall for patrons
- Information pages and videos for website
- Continued working with city

The work of this committee is ongoing and we look forward to being able to present live theatre again - and when we do, it will be in the safest way possible for all involved..

## 2. The Season 2020/21 Bylaw Refresh!

*(The Bylaw refresh team was led by L. Henderson, L. Hines, and R. Silzer)*

As a result of the COVID-lull in theatre activities, the Theatre Scarborough board decided to make use of the time and update our bylaws. Fortunately, a number of board members had started this work in S-2018/19 – so we had a great place to pick-up from! (That work had been put on hold when the Board had to turn their attention to Community Space Tenancy work with the City).

Recall, Theatre Scarborough is not just is a registered charity but is a provincially incorporated organization. As such, we are currently required to comply with the OCA (Ontario Corporations Act) legislation. In a few year's time, we will be required to comply with the new ONCA (Ontario Not for Profit Corporations Act) legislation that has been written to be a little more accommodating to non-profit organizations – under which we also fall.

The bylaw team approached the bylaw refresh exercise with the following lens:

- To align our bylaws with ONCA requirements so that we are “already done” once ONCA is a requirement;
- Where allowed, roll in sections/nuances from our existing bylaws that continue to work for us;
- Where allowed, roll in improvements that the TS Board has been discussing for the past few years; and
- Validate that the end result is still compliant with the current OCA legislation;

We had extensive discussion with the Board (during several Board meetings, and during two off-Board meetings to give the bylaws the focus they deserve). We offered two Town Halls to members to discuss the changes (thank you those who could attend). Also, several members sent in written feedback (thank you).

As a result, there are eight salient changes that were made to the bylaws:

1. **Vice-President** – The Theatre Scarborough Board is recommending the addition of a new position of Vice President. This is an elected position and adds an additional “desk” to our Board. Adding this position has necessitated tweaks in the following bylaw sections:
  - Sec-2.1, j; Sec-3.1, 4c; Sec-3.1, 4e; Sec-3.1, 6; Sec-3.1, 7; Sec-4.1; Sec-6.6; Sec-14.
2. **Sec-3.1, 4e, Past President**– We expanded the definition of Past President from “immediate Past President”, to “a Past President within the past 5-years”. This role is invited by the President. The individual counts towards quorum and they get a vote.
3. **Sec-3.4, Director position held at the discretion of the general membership** – Directors elected by the members can only be removed by the members. This clause should be used rarely, but it was suggested that we have a clear process ready to follow in case it ever needs to be used.
4. **Sec-4.4, Chair** – We added clarification that the Chair is welcome to invite other Directors to chair the meeting, in the interest of experience-sharing.
5. **Sec 6.1, Officers** – We added language that the President has first right of refusal for the Chair role, and if they decline, the Chair is elected from the six Members at Large and the VP (and Past President when applicable).
6. **Sec-6.2, Certain Office held at the Board’s Discretion** – ONCA (and OCA) allows us to write our own language here. We wrote something we feel is clear without being overly specific, which will help the Board in the future should they ever need to execute this clause. Remember, these offices were elected by the Board, thus the Board could remove and reassign the office.
7. **Sec-9.3, Disciplinary Act or Termination of Membership for cause** - ONCA (and OCA) allows us to write our own language here. However, TS is a unique organization since SMT/SP/STG members are automatically TS members. We wrote something we feel is clear without being overly specific, which will help the Board in the future should they ever need to execute this clause for those individuals who are members of TS only (i.e., Honorary Members).

8. **Sec-10.3 3, Notice** – But specifically to proxy voting. We wanted something that future Boards can follow with ease that also complies with OCA/ONCA legislation (and this does).

The bylaw team thanks everyone for their commitment to Theatre Scarborough and their contribution to this bylaw refresh exercise.

### 3. The Season 2020/21 COVID Assistance work

*(Lynette Hines led the COVID Assistance activities)*

The start of Season 2020/21 looked financially bleak. No shows equals no revenue – yet expenses continue!

As the months progressed, the government slowly started to introduce a variety of COVID assistance grants and loans. Theatre Scarborough investigated each and every one of these opportunities:

- **CEBA, Canadian Emergency Bank Account** – This grant/loan-hybrid came out in April 2020 and was re-released several times as the Federal government better understood the needs of small businesses. TS was “eligible” for the Phase-III application, but due to inadequate testing pre-launch, applications from our type of charity were system rejected. TS spent many, many hours calling several helplines and lobbying the government to get this resolved – to no avail. This \$20k grant and \$40k loan was lost to us.
- **HAS-CAP, Highly Affected Sector Credit Availability Program** – This program launched in January 2021. The Federal government advised that this loan program was their response to the failed CEBA process. TS was eligible to apply for a \$25k to \$100k loan. The TS Board discussed, and determined that this loan is not appropriate for our organization at this time.
- **CERS, Canadian Emergency Rent Subsidy** - In September 2020, the Federal government came out with this program to provide rent support to organizations which have experienced a 65% or greater revenue drop. TS is eligible for this program and has already received in excess of **\$34k** in support. Apparently, TS will receive another 4-months of support into S-21/22.
- **Ontario Small Business Support grants** – In late 2020, the Provincial government came out with a series of grants. TS was only eligible for the \$10k - \$20k Mainstreet Support grant. These funds can be applied to any need. We hope to receive and apply these funds as needed to our 2021/22 season.
- **Ontario Trillium Foundation, Resilient Communities, Operating Stream** – We applied for this grant in June 2021. These funds can be applied towards any operational need. TS was allowed to apply for a **\$44k** grant. Fingers crossed – we’ll hear if we were successful with this grant in October 2021.
- **Ontario Trillium Foundation, Resilient Communities, Capital Stream** – Apparently, this grant will open up on September 1, 2021, and will have a 30-day application window. In order to apply for this, we will have to have a capital project TS is planning to execute – as well as quotes from vendors to support our application. The S-21/22 Board will have to jump on this right after our AGM so as not to miss this excellent opportunity!

Of course, there were several other COVID assistance programs, however Theatre Scarborough was in no way eligible for those 😞.

The Season 2021/22 TS Board will be keeping an eye out next season for any and all new COVID assistance opportunities.

#### **4. Lease Payments at Scarborough Village Theatre**

*(Lynette Hines is the Liaison for finance staff at the City of Toronto)*

Early on in the pandemic, the City of Toronto offered tenants rent deferment for a few months. This of course meant that tenants were still “on the hook” for that rent – even though we had no access to our theatre; no ability to earn revenue. As the pandemic wore on, the rent deferment arrangement was extended – and assurances were recently given that rent deferment is in place for the foreseeable future.

Periodic discussions with City personnel indicated that they were looking to provide some rent abatement to select organizations – and that Theatre Scarborough was likely one of those organizations. As TS approached our end of fiscal, we reached out to see if a decision might be imminent – and the City responded that this was feasible.

We are currently in active negotiations with the City to determine what level of rent abatement support they can offer – on the 6-pandemic months before the CERS program was put in place. At time of writing, it looks like they might be able to support 45% abatement on those 6-month, which would translate to approximately a \$12k reduction in our obligation. We hope to resolve this during the first quarter of Season 2021/22.

However, as a result of CERS received, and the potential for City abatement support, Theatre Scarborough has been able to carry the SVT rent obligation in it’s entirety this season, with no financial burden to the performing groups.

#### **5. The Lease at Scarborough Village Theatre**

*(Lynette Hines is the Liaison for real estate staff at the City of Toronto)*

You might recall that the current lease TS has with the City of Toronto for SVT (Scarborough Village Theatre) expired in 2016. You might recall that at the end of Season 2018/19, TS had been working with the City on their new CST (Community Space Tenancy) application process. In April of 2019, the TS Board had completed the requisite 20-page prose application and attached the requisite 15 attachments. We were told that the application then had to go to Council.

We inquired in November 2019 for an update on our application and were advised it had yet to go to Council. We inquired in February 2020 for an update on our application and were advised it had yet to go to Council. We inquired in May 2020 – asking if the CST process was now on hold due to COVID – and that assumption was confirmed.

We have recently been advised that the CST process is on indefinite hold. Corporate Real Estate’s (CRE) first priority is resolving deferred rent situations with tenants, pre-CERS. Then CRE will turn to resolving deferred rent situations post-CERS through to the end of the pandemic (which is when?). After that, CRE will return their focus to working with BMR (Below Market Rent) tenants (TS is one) to get the new CST leases in place

Theatre Scarborough will continue to partner closely with CRE during Season 2021/22.

**IV. Appendices**

**1. Season-20/21, List of Theatre Scarborough Donors**

Theatre Scarborough would like to thank our thoughtful 53 donors for their most generous donation this past season (total of \$15,349.90). Your support is deeply appreciated.

**NOTE:** This is a listing of those donating **DIRECTLY** to Theatre Scarborough

**Platinum Level Supporter - \$1,000+**

Angel Donor  
Priscilla Marr

**Gold Level Supporter - \$500 to \$999**

Lorna Mackay  
Isobel Wilton

**Silver Level Supporter - \$250 to \$499**

Andra Bradish  
Elizabeth Marshall

**Bronze Level Supporter - \$50 to \$249**

Eb Anderson  
Suzanne Bond  
Barbara Brown  
Mickey Brown  
Ian & Donna Campbell  
Glenn Cockwell  
Patricia Connolly Wright  
Patricia Dalrymple  
Anthony Farinha  
Elizabeth Fletcher  
Irene Flis  
John Gibson  
Diane Henson  
Stephen Hiley  
Lynette & David Hines  
Catherine Holmes  
Sheila Hultquist  
Margaret Irwin  
Patricia Irwin

**Bronze Level Supporter - \$50 to \$249, cont.**

Sheila Hultquist  
Margaret Irwin  
Patricia Irwin  
Elizabeth Jennings  
Sharon A. King  
Bradley L. Kirk  
Diane & Daniel Lang  
Lloyd Le Boutillier  
Kelly Lovatt-Hawkins & Grant Hawkins  
Sherry McKibbon-Thomas  
Terry McLeod  
Maureen McMorrow  
Susan McQueen  
Wendy L. Miller  
Marg Misener  
Rose Mitchell Spohn  
Louise Nagano  
Brena Padaloy  
Janet Park  
Jean Patricia  
Deborah Potts  
Ines Pulawski  
Reid, Kim  
Loretta Riberdy  
Steven & Carol Rose  
Nick Rudzicz  
Pat Shephard  
Doris Shier  
Rhoda & Bruce Silzer  
Drew Smylie  
Janet Sumner  
Mary Janet van den Bergh

**Bronze Level Supporter - \$50 to \$249, cont.**

Jeannine Villeneuve  
Suzanne Wallman  
Schmelzer  
Carol Watson  
Sheila Wharton  
Paula Wilkie

**Supporter of PH66 - \$20 to \$49**

Anonymous, general  
Daphne Benedict  
Patricia Booker  
Sylvia Brathwaite  
Karen Brown & Paul Harris  
Bryan Chen  
Glenn & Beth Fraser  
J Gem Fung  
Nadia Georges  
Heather Klic  
Mr. & Mrs. S.J. McCartin  
Jackie Nicholson  
Doreen Rushbrook  
Robert Smith  
Ronald & Jean Taylor  
Bonnie Waters

**2. Season-20/21, List of Theatre Scarborough Volunteers**

This is a list of volunteers from season 2019/2020. Unfortunately, we were not able to activate our wonderful committed, group this past season. This no less takes away from the time and work that would have been done. We hope to see them back in the theatre very soon.

A number of remarkable people put in hundreds of hours every year to help ensure that Theatre Scarborough runs as smoothly and effectively as possible. Just some of the volunteer activities executed by these individuals include: Box Office Operations, Theatre Operations, Theatre Refreshments, Community Outreach Activities, and the TS Board of Directors.

TS thanks the unbelievable support we received from our over 47 volunteers, and the hundreds of hours that they generously give to the group in order to support our productions throughout the year. However, we can never have too many volunteers. Please consider volunteering next season!

*(Our deepest apologies for any names that we may have missed.)*

Julie Adams	Chelsea Jones
John Anderson	Jacob Klick
Jennifer Bakker	Kris-John Kucharik
Teresa Bakker	Dorothy Lee
June Bedford	Alan Maynes
Rhoda Brachman	Megan McDowell
David Buffham	Wendy Miller
Patricia Byrne	Britt Noll
Jerry Chadwick	Greg Nowlan
Bodene Corbitt	Andrew Penley
Dave Corbitt	Gary Prudence
Ciara Crozier	Katie Ribout
Connor David Cooke	Dot Routledge
Charlie Davidson	David Rudat
Graham Duncan	Susan Sanders
Barton Graff	Alexandra Saul
Len Henderson	Mike Scott
Diane Henson	Jason, Silzer
Jeremy Henson	Rhoda Silzer
Lynette Hines	Katherine Turner
David Hines	Uju Umenyi
Jim Hyslop	Katie Wise
Jacque Johnson	Maria Wu
Peter Jokhu	

### 3. The Theatre Scarborough Board of Directors *(Season-2020/21)*

The Theatre Scarborough Board of Directors is 10-Directors, maximum (11 if we have a Past President). The Presidents of each of the three member performing arts organizations are the first three Directors. The remaining seven are the elected at the Annual General Meeting held every August: the Theatre Scarborough **President** and six additional **Members at Large**. The TS Secretary and Treasurer are then elected by the 10-TS Board members. The Theatre Scarborough Board of Directors meets at least monthly – often on the 2<sup>nd</sup> Saturday of each month, 10am to noon – all are welcome to sit in.

<b>President</b>	Rhoda Silzer	<b>Directors – general</b>
<b>STG President</b>	Len Henderson	• Jerry Chadwick (Past President)
<b>SP President</b>	Katherine Turner	• Ian Fox
<b>SMT President</b>	Dot Routledge	• Alan Maynes
<b>Secretary</b>	Carolyn Williamson	• Susan Sanders
<b>Treasurer</b>	Lynette Hines	• Duane White

Being a member of the Theatre Scarborough Board of Directors can be a rewarding experience. Consider attending one of the monthly meetings to better understand what is involved! Consider participating in one of the portfolios and help shape Theatre Scarborough during the coming year.

### 4. Select Department Heads of Theatre Scarborough

In order to operate Theatre Scarborough, several officers are identified each year.

- Theatre Coordinator                      David Buffham *(with Graham Duncan, Jennifer Bakker)*
- Box Office Managers                      Rhoda Silzer and Wendy Miller *(Mick Scott BO-Admin)*
- Theatre Refreshments Managers      Rhoda Brachman and June Bedford
- Website Managers                         Dot Routledge and Mike Scott
- Publicity & Marketing Managers      Dot Routledge and Mike Scott
- Community Outreach Manager         Katherine Turner