

Theatre Unlimited Performing Arts 2020 – 2021 Annual Report



TU is all of you!



Annual General Meeting

Agenda

Thursday, September 16, 2021

1. Call to Order
2. Welcome and introductions
3. Minutes from last AGM July 7, 2020
4. President's Report
5. Financial Statements and Treasurer's Report
6. Nominations of Directors
7. New Business
8. Next meeting
9. Adjournment



Subject	Theatre Unlimited – AGM Minutes
Chairperson	Michael Buchert
Scribe	Maria De Palma
Date	July 7, 2020
Time	7:31pm

Agenda Item #	Topics to be Discussed
1	Call to Order
2	Welcome and introductions
3	Minutes from last AGM June 22, 2019
4	President’s report
5	Financial Statements and Treasurer’s Report
6	Update of By-laws
7	Nomination of Directors
8	New Business
9	Next Meeting
10	Adjournment

Agenda Topic #1	Call to order
Meeting called to order at 7:31 p.m. We have confirmed we have quorum for the members attending in person or by proxy.	

Agenda Topic #2	Welcome and introductions
Michael Welcomed everyone to the Annual General Meeting.	

Agenda Topic #3	Minutes from last AGM June 22, 2019
Minutes from last year’s AGM were distributed with the AGM package prior to the AGM this evening. Mary Lynn accepted the minutes as circulated. Linda Amos seconded. Motion unanimously carried using Zoom polling.	



Agenda Topic #4	President's Report
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Michael presented the President's Report. He has provided a script of this report in advance to the TUPA Board of Directors.

Agenda Topic #5	Financial Statements and Treasurer's Report
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Brenda presented the Financials:

- We were able to invest some money. There isn't a lot of income this year due to not being able to mount the show which generates the bulk of our income. We are very lucky that we had the grant from the City of Mississauga. We lost over \$12,579.83 compared to gaining over \$7,411.92 the year prior.
- Question regarding cost of show next year (2021)—anticipated costs will be lower given that some expenses for Chitty next year already paid for. However, there will still be additional expenses.
- The Grant funds of \$15,000 are used for carrying costs from an administrative perspective.
- Michael explained the Balance sheet in greater detail to provide some context.
- Question regarding how much of a house do we need to sell to recoup existing and anticipated expenses? Michael indicated that we will be splitting expenses for Chitty over 2 years. We will take just over the \$19,000 loss incurred this year.
- Question – do we develop a show by show analysis of profit and loss? Yes we do, Michael replied.
- Linda added that in a typical year we tend to need to sell approximately 90% give or take 2-3 percent to (depending on the show) break even.
- Discussion ensued regarding the next two years and how the production of Encore shows and associated financials will be impacted by COVID-19 AND the closing of Meadowvale Theatre in 2021-2022.

Jason Yearsley accepted the Financials as circulated; Michael Sumbler seconded the financials. All unanimously in favour.

Agenda Topic # 6	Updated By-Laws
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Michael shared the amendment to Article 8.04 of TUPA By-law 2019.
Michael Buchert accepted the By-Laws as circulated and Lawrence seconded them.
All in favour.



Agenda Topic # 7 Nominations of Directors

Members standing for election of a 1-year term: Linda Amos, Brenda Barthelmes, Lisa Goodmurphy, Maria De Palma, Candice Sheehan.

Members standing for election of a 2-year term: Gloria Buchert, Michael Buchert, MaryLynn Merklinger, Tom Hope, Katie Prestage, Kevin Little.

Accepting all members as presented for 2 year term: Accepted by Janet Hurley; seconded by Vickie Sprenger. All members in favour.

Agenda Topic #8 - New Business

Rhaya – for members under 18, are there opportunities for them/us in which they can participate? Michael encouraged her to reach out to TUPA to share interests. Katie who is overseeing Youth participation is happy to connect with them. Rhaya expressed particular interest in Social Media.

Agenda Topic # 9 - Next Meeting - Sharing of Mission Statement

The revised Mission Statement was shared with the attendees; a poll was taken to see how they felt about the revised Statement – 100% in favour of the new statement.

Agenda Topic # 10 Adjournment

Michael would like to remind us that TUPA is all of us.

A big shout out to Board members and Candice in particular (for the video) for their hard work in putting together what was needed for tonight' meeting.

*Gloria Buchert adjourns the meeting, and MaryLynn Merklinger seconds. All in Favour.
Adjourned at 8:24. p.m.*

Theatre Unlimited Performing Arts

Balance Sheet Comparison

As of May 31, 2021

	TOTAL	
	AS OF MAY 31, 2021	AS OF MAY 31, 2020 (PY)
Assets		
Current Assets		
Cash and Cash Equivalent		
1100 Chequing Account	31,204.13	20,219.36
1110 E-transfer Account	1,702.95	2,002.35
1120 Tangerine Account	98,499.02	98,288.15
Total Cash and Cash Equivalent	\$131,406.10	\$120,509.86
Accounts Receivable (A/R)		
1300 Accounts Receivable (A/R)	29,656.43	5,634.88
Total Accounts Receivable (A/R)	\$29,656.43	\$5,634.88
1160 MTM Seed Capital	2,500.00	2,500.00
1400 Prepaid Expenses	28,303.49	29,303.49
Total Current Assets	\$191,866.02	\$157,948.23
Non-current Assets		
Property, plant and equipment		
1130 Video Software	3,435.09	3,435.09
1131 Accum Amortization- Video Software	-3,435.09	-3,435.09
Total 1130 Video Software	0.00	0.00
1140 Curtain	1,525.50	1,525.50
1141 Accum Amortization - Curtain	-1,016.00	-762.00
Total 1140 Curtain	509.50	763.50
1150 LED Tape	1,519.96	1,519.96
1151 Accum Amortization - LED Tape	-1,012.00	-759.00
Total 1150 LED Tape	507.96	760.96
Total Property, plant and equipment	\$1,017.46	\$1,524.46
Total Non Current Assets	\$1,017.46	\$1,524.46
Total Assets	\$192,883.48	\$159,472.69
Liabilities and Equity		
Liabilities		
Current Liabilities		
Accounts Payable (A/P)		
2020 Accounts Payable (A/P)	0.00	0.00
Total Accounts Payable (A/P)	\$0.00	\$0.00
2600 Deferred Revenue	20,797.05	16,298.05
2610 Deferred Amortization Revenue	1,017.46	1,524.46
2620 Deferred Sponsorship Revenue	400.00	400.00
Total Current Liabilities	\$22,214.51	\$18,222.51
Total Liabilities	\$22,214.51	\$18,222.51
Equity		
3600 Future Show Development Fund	27,316.71	27,316.71
3700 Education Fund	10,000.00	10,000.00
3800 Board Development Fund	10,000.00	10,000.00
3810 Capital Reserve Fund	2,543.91	2,543.91
Retained Earnings	91,389.56	103,929.39
Profit for the year	29,418.79	-12,539.83
Total Equity	\$170,668.97	\$141,250.18
Total Liabilities and Equity	\$192,883.48	\$159,472.69

Theatre Unlimited Performing Arts

Profit and Loss by Class

June 2020 - May 2021

	ADMINISTRATION	BEYOND THE STAGE	CHITTY CHITTY	GRANT- CCBB	NOT SPECIFIED	TOTAL
INCOME						
4100 Donations	28,337.62		0.00			\$28,337.62
4300 City of Mississauga Arts and Culture Grant				15,500.00		\$15,500.00
4650 Other Income	717.87				0.00	\$717.87
Total Income	\$29,055.49	\$0.00	\$0.00	\$15,500.00	\$0.00	\$44,555.49
GROSS PROFIT	\$29,055.49	\$0.00	\$0.00	\$15,500.00	\$0.00	\$44,555.49
EXPENSES						
6420 Props				25.00		\$25.00
6430 Costumes	36.36					\$36.36
6440 Wigs				13.00		\$13.00
6600 Set Storage and				5,777.22		\$5,777.22
6601 Costume Storage				1,400.00		\$1,400.00
6610 Memberships/Workshops	283.45			5,200.00		\$5,483.45
6640 Office Supplies	557.70			61.01		\$618.71
6650 D&O Insurance				2,106.00		\$2,106.00
6660 Bank charges	303.45				0.00	\$303.45
6670 Internet Expenses	383.33			917.77		\$1,301.10
66800 Ammortization Expense	507.00					\$507.00
6730 Thank You gifts		50.00				\$50.00
6740 Social/Refreshments	129.89					\$129.89
6750 Miscellaneous Expense	4.95				0.00	\$4.95
6999 HST Recovery	-2,619.43					\$ - 2,619.43
Total Expenses	\$ -413.30	\$50.00	\$0.00	\$15,500.00	\$0.00	\$15,136.70
PROFIT	\$29,468.79	\$ -50.00	\$0.00	\$0.00	\$0.00	\$29,418.79

Theatre Unlimited Performing Arts

Profit and Loss by Class

June 2019 - May 2020

	ADMINISTRATION	BEYOND THE STAGE	CHITTY CHITTY	GRANT-CCBB	TOTAL
INCOME					
4000 Membership	2,200.00				\$2,200.00
4100 Donations	1,712.47		5,100.00		\$6,812.47
4300 City of Mississauga Arts and Culture Grant				15,500.00	\$15,500.00
4500 Interest	747.53				\$747.53
4650 Other Income	0.00	185.00			\$185.00
4651 Refundable Script Deposit			0.00		\$0.00
4652 Amortization Revenue	1,175.09				\$1,175.09
Total Income	\$5,835.09	\$185.00	\$5,100.00	\$15,500.00	\$26,620.09
GROSS PROFIT	\$5,835.09	\$185.00	\$5,100.00	\$15,500.00	\$26,620.09
EXPENSES					
6000 Royalties			2,398.55		\$2,398.55
6100 Honorariums		600.00	9,150.00		\$9,750.00
6150 Orchestra			0.00		\$0.00
6200 Rehearsal Hall non theatre		550.00		4,400.00	\$4,950.00
6300 Advertising/Promotional	96.49	126.77	0.00	554.54	\$777.80
6400 Sets			6,915.17		\$6,915.17
6420 Props			471.63		\$471.63
6430 Costumes	508.46		3,522.55		\$4,031.01
6440 Wigs	0.00		402.17		\$402.17
6550 Sound Equipment			271.19		\$271.19
6600 Set Storage and			0.00	9,145.46	\$9,145.46
6601 Costume Storage				1,400.00	\$1,400.00
6610 Memberships/Workshops	405.00			0.00	\$405.00
6640 Office Supplies	534.04				\$534.04
6650 D&O Insurance	542.43				\$542.43
6660 Bank charges	82.30				\$82.30
6670 Internet Expenses	14.68				\$14.68
66800 Ammortization Expense	1,175.09				\$1,175.09
6700 AGM expense	442.86				\$442.86
6740 Social/Refreshments			0.00		\$0.00
6750 Miscellaneous Expense	1,237.24		0.00		\$1,237.24
6800 Hardware/Software	131.62				\$131.62
6999 HST Recovery	-5,918.32				\$ -5,918.32
Total Expenses	\$ -748.11	\$1,276.77	\$23,131.26	\$15,500.00	\$39,159.92
PROFIT	\$6,583.20	\$ -1,091.77	\$ -18,031.26	\$0.00	\$ -12,539.83