

CORPORATION OF THE CITY OF PORT COQUITLAM

PARKS & RECREATION

A meeting of the Parks & Recreation Committee was held in City Hall on Tuesday, November 17th, 1987 at 4:45 p.m.

In attendance were Alderman George Laking and alderman Mike Gates.

Also in attendance was K. Janna Taylor, Parks & Recreation Director.

CONFIRMATION OF MINUTES

That the minutes of the meeting of the Parks & Recreation Committee held on Tuesday, October 20th, 1987, be taken as read and adopted.

Item No. 1 Port Coquitlam May Day Talent Search

The attached letter was discussed by the Parks & Recreation Committee.

Recommendation:

That the request be denied.

CARRIED

Item No. 2 School Fields

I met with Tom Harris, on November 4th, 1987 and we did a sight inspection of the various school fields. The fields that both parties looked at for possible upgrading are: Viscount Alexander, Terry Fox High School, Mary Hill Junior Secondary and George Pearkes Junior Secondary.

The above fields are those felt, by both parties, to be the high priority areas for school use and community use.

The detailed costs for each area have not been finalized by our Parks Superintendent, however we do have rough estimates for some of the fields:

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1. Mary Hill Junior Secondary
 - requires irrigation system, continuous oversanding and overseeding
 - will require field to be closed for a period of time in order to recuperate, estimated cost \$35,000
2. George Pearkes Junior Secondary
 - requires major upgrading; this would include the field to be roto-tilled and a layer of sand added with a complete irrigation system, estimated cost \$130,000
3. Terry Fox High School
 - no cost estimates done at this time
4. Viscount Alexander
 - soccer field and ball diamonds require an irrigation system with a 6" blanket of sand and fully roto-tilled, estimated cost \$55,000

It was agreed that the order of priority, over a four year period, would be Mary Hill Junior Secondary, George Pearkes, Terry Fox High School and Viscount Alexander.

Mr. Harris is prepared to recommend 50% of the cost of the upgrading to the school board on a four year plan.

The other aspect that was discussed was that of our present maintenance agreement. He indicated to me that they are pushing for money to be put in the maintenance budget in order to pay a larger percentage of the cost.

Possible considerations:

- That the city not put any money into the upgrading unless; a) the city receives a larger percentage of the maintenance cost or b) the city has total control of the scheduling of fields.
- That the city put in 50% of the capital cost for upgrading, regardless of the maintenance recovery.

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- That the maintenance recovery be negotiated separately.

Please note that Terry Fox High School is not presently part of our maintenance agreement.

Recommendation:

The committee felt strongly that in order to put monies into the capital budget it was also necessary to get some kind of agreement on the maintenance.

CARRIED

Item No. 3

Stretchers

The Parks & Recreation Director indicated that they were looking into the aspect of stretchers at the various change facilities at the school fields.

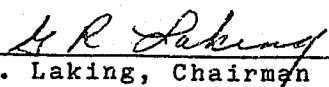
Recommendation:

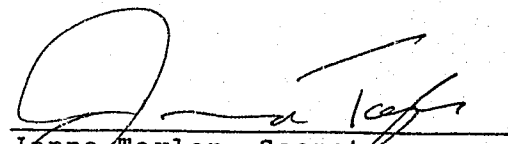
That the verbal report be received.


CARRIED

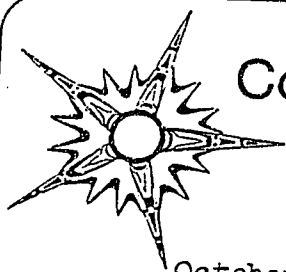
ADJOURNMENT

The meeting adjourned at 5:15 p.m.


G.R. Laking, Chairman


Janna Taylor, Secretary


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Coquitlam Area Fine Arts Council

Box 217, Port Coquitlam, B.C. V3C 3V7
(604) 931-8255

October 5, 1987

Ms. Janna Taylor, Director
Port Coquitlam Parks and Recreation
2253 Leigh Square
Port Coquitlam, B.C. V3C 3B8

Re: Port Coquitlam May Day Talent Search (1987)

Dear Janna,

As follow-up to our conversation in September I have drafted some recommendations to mark the occasion of the completion of the recording and video production of SUSIE MC GREGOR and for awards' presentations.

Since a number of months have elapsed since the beginning of the project I should briefly up-date you on its progress and the people involved.

- after three months in the recording studio, the vocal and music tracks have been sent to a specialized studio in Vancouver for final mixing.
- 20 - hours of video taping has been completed and now being edited into a 40-minute production.
- Mr. Richard Hudson, of Settelite Recording Workshop, Surrey, wrote the song for Susie and produced it in his studio. As well, the concept and story-boarding for the video was done by him.
- Mr. Rob Perryman, of Rogers Cable Studio, directed the video filming. A second camera crew filmed the filming of the production, on-site, which is expected to be shown on local T.V. Both productions will feature local landmarks.
- Mrs. Brenda Scharfe represented Martiniuk School of Performing Arts, providing intense vocal training, choreography and wardrobe assistance.
- Arthur Edwardson Photography provided the promotional photos.
- Talent Search Finalists and students from Terry Fox Senior were supporting actors in the video.

This outline barely touches on the details of the enormous amount of energy and time, professional

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expertise and personal or business funds that have gone into making this a community project to be proud of. It's been a tremendous learning experience for everyone, especially the young artists involved.

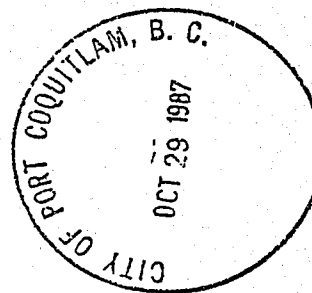
The project warrants recognition and public appraisal, which could be exemplified by holding a "Video Release Party". I have enclosed a draft, with budget, suggestions and other information, for your perusal. I would be happy to meet with you and/or the May Day Co-ordinator to discuss this further. Please contact me at the Arts Council Office, Tuesdays or Wednesdays 9:00 - 5:00, at 931-8255, or at my home: 461-2021.

Thank you for your attention to this matter.

Caroline Sadler

Caroline Sadler, Administrator - CAFAC
Assistant Co-ordinator, May Day Talent Search (1987)

Enclosures



[Signature]
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DRAFT

SEP. 1987
OCTO. 1987

MAY DAY TALENT SEARCH - VIDEO RELEASE PARTY & AWARDS PRESENTATION
INFORMATION, RECOMENDATIONS AND TENTATIVE BUDGET

Purpose:

- to provide to our young artists, through experience and knowledge, the potential of the recording and video arts industries available, in our suburban communities.
- to provide career vehicles for these artists.
- to promote public awareness of the talent that exists and the need for opportunities and space to perform, exhibit, etc.,
- to recognize those individuals responsible for creating and fulfilling the demands of this project.


Method:

VIDEO RELEASE PARTY - " A COMMUNITY EVENT "

Sample Programme:

- 7:00 pm - WINE AND CHEESE RECEPTION - by invitation only
- 7:45/8:00 pm - DOORS OPEN * GENERAL ADMISSION TO PUBLIC
 - REFRESHMENT BAR - open
- 8:15 pm - M.C. INTRODUCES VIP, THANK YOU POCO, ETC. (5 min.)
 - SUSIE MC GREGOR - speech(and sing a song?)(10-15 min.)
 - SET UP VIDEO (1 min.)
- 8:30 pm - SHOWING OF VIDEO - 40 minutes duration
- 9:15 pm - MAYOR'S SPEECH & SPECIAL THANK YOU'S AND AWARDS PRESENTATIONS TO:
 - Rick Hudson, Sattelite Recording Workshop
 - Rob Perryman & ?, Rogers Cable 4 Studios
 - Mrs. Brenda Scharfe, Martiniuk School/Perf. Arts
 - Arthur Edwarson, A.E. Photography (45 min.)
 - Other, if applicable
- 10:00 pm - SOCIAL - with either taped music or have local band perform light rock; Susie could work on a number with them?
 - REFRESHMENT BAR - open
 - VIDEO ORDERS TAKEN
- 11:00/12:00am - FINISH

SUGGESTED DATE: Late November/Early December - 1987


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WINE AND CHEESE RECEPTION

- an opportunity for those closely involved with the project and its outcome, to meet and socialize, prior to public admission.

SUGGESTED GUEST LIST:

Mayor, Port Coquitlam
Parks and Recreation Directors of PoCo, PoMo & Coquitlam
John White - District 43 - Vis/Perf Arts Director
Mrs Martiniuk - School of Perf Arts
Mrs Brenda Scharfe
Mr Richard Hudson
Mr Arthur Edwardson
Mr Rob perryman & Station Manager - Cable 4 Studio
Susie McGregor and Family
News Media: Tri-City News
The Coquitlam Now
The Sun/Province ??
CBC / BCTV - Jim Robson M/C'd Talent Search
May Day Co-ordinator
Coquitlam Area Fine Arts Council Representative/s
Julie Valenti
Persiphone Dimsun
Other


REQUIREMENTS:

Red and White Wine
Plastic Glasses
Punch, Coffee, Tea
Cups
Cheese Platters
Serviettes

Other

INVITATIONS:

A maximum of 25 required. Typeset and photocopied on appropriate stock. Cost would be minimal.


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" A COMMUNITY EVENT " - Public Admission to Presentation

SAMPLE PROGRAMME: see page 1

PUBLICITY/PROMOTION:

- Public Service Announcements; Radio, TV, Local Newspapers
- Articles in local papers
- Cable 4 may want to record or broadcast live show.
- Posters: could be made by art students at High School and distributed throughout Dist. 43

- Tickets:

- Advance Ticket Outlets: eg. - Martiniuk
 - Terry Fox Senior
 - Mary Hill Junior
 - Parks & Rec Offices
 - Music Stores
 - Arts Council

- Reserved tickets at the door

- Suggested cost: single price admission of \$3.00
blocks of 10 tickets could be purchased @ \$25.00. (eg. Student Councils could make a small profit,) to encourage quick sales.
- a minimum of 200 tickets would be required
- printing could be done by photocopy -- typeset master on card (light weight) fed thru copier.

ANTICIPATED ATTENDANCE:

- 40 - 50 invited guests
- 150 public admission; this figure was based on approximately 40 students (involved in video) each attracting or bringing along 3 others (= 120 patrons) and another 30 patrons for good measure.

FACILITIES:

- Hall or large room for seating 200 people
- Seating: theatre- style or tables and chairs to better accomodate after-party/dance.
- reserved seating for invited guests
- kitchen facilities
- stage: to accommodate video screen and musicians

AUDIO/VISUAL EQUIPMENT:

- VCR and large format screen (rented) - 40" is suitable.
- P/A - Microphone and speakers (p
- podium ?
- cassette recorder for taped music (donated)

REFRESHMENT/SNACK BAR:

- sales from drinks and snacks could off-set other costs.
- open 1/2-hour prior to show and for the duration of the evening after the show (during party/dance).

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AWARDS' PRESENTATIONS AND THANK YOU'S

- "City of Port Coquitlam Certificates of Appreciation" would be appropriate, although I would like to see a "special" award be presented to Mr. Richard Hudson for his incomparable effort, energy, enthusiasm and commitment to Susie and the project. (This can be explained in further detail at a later time.)

- Awards to be presented by a City Official, i.e. The Mayor

- The following individuals have been recommended to receive an Award/Certificate for their contributions:

Mr. Richard Hudson - T/S Judge, Project Co-ordinator, Songwriter, Producer, Storyboard Writer, Coach, etc.

Mrs. Brenda Scharfe - T/S Judge, Vocal Coach, Choreographer, Wardrobe Co-ordinator/Consultant, Studio Mom, etc.

Mr Rob Perryman - Director of Video Production, etc.

Arthur Edwardson - Photography - for promo pictures

Martiniuk School Of Performing Arts- dancing lessons, etc.

Cable 4 Studio, Executive - for cooperation and support

Sattelite Recording Workshop - for studio time, engineers and muscians, etc.

- some awards were not, to my knowledge, given to the judges, etc. at the Talent Search Finals and it may be appropriate to acknowledge them at the party. They are, as follows:

Persephone Dimsun - Judge at semi-finals & finals, professional musician and instructor, Carrilon Music.

Valerie Hudson - music programming at finals, "studio mom".

Dave Thomas - owner of Ocean Sound Recording Studio, resident of Port Coquitlam, assisted as sound technician at finals.

Julie Valenti - Judge at semi-finals, musician and artist

- Thank you's should be offered to special studios, etc. and a detailed list^{names} (only two or threeperhaps) can be supplied by Rick Hudson.

VIDEO PRESENTATION

- MC announces the cast: i.e. Terry Fox Sr. students & finalists.

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SOCIAL

- after official business and video presentation it would be beneficial to allow time for people to socialize
- entertainment can be organized with the assistance of Rick Hudson who has a band of studio muscians able to perform a variety of musical styles and Susie McGregor is currently putting a band together and may also be ready for a short performance.
- Refreshment Bar could remain open for increased revenue.

MISCELLANEOUS:

VOLUNTEERS required for:

	# req.
- Publicity/Promotion - contacting: Radio	1
Television	
Newspapers	
- Tickets/Posters - to distribute and collect funds	2 }
- Posters Designed - also distribution- student ?	1 }
- Tickets at the door - students?	2 }
- Refreshment Bar - organize and operate	2-3 }
- Set-up and decorate Hall - Clean-up ?	4 }
- Wine and Cheese Reception - organize & set-up	1 }
- Co-ordinator	1
- Video Equipment operator (set-up/take down)	1

VIDEO COPIES can be made and orders taken after presentation.

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BUDGET

		EXPENSES
WINE & CHEESE RECEPTION (max. 50 guests)	Wine, punch, cheese platters, glasses, serviettes	100.00
INVITATIONS (max. 25 required)	Typesetting, Photocopying, Stationery, Postage	20.00
PUBLICITY/PROMOTION/TICKETS	Typesetting, Photocopying, and Stationery for tickets	5.00
	Posters: Design and materials	0.00
VIDEO EQUIPMENT		
VCR		0.00
Large format screen (40")		100.00
HONOURARIUMS	Richard and Val Hudson 250.00	
	Brenda Scharfe 75.00 suggested	400.00
	Band for event 75.00	
		REVENUE
ADMISSION/TICKET SALES		
based on 150 purchases @ \$3.00 each		450.00
REFRESHMENT/SNACK BAR	(anticipated)	50.00
		<hr/>
		500.00
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Total:Net Expemses		625.00
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		125.00

This is a very rough estimate of the budget and would have to be gone over in greater detail with someone from the Parks and Recreation Dept. or May Day Committee.

Respectfully Submitted,
Caroline H. Sadler

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