



COMMITTEE MEETING MINUTES

Thursday, 25 July 2013, 7.30 pm
The Committee Room
Brampton Institute

Present: John Morgan (JM), Michael Black (MB), Jane Crittenden (JC), Christine Marriott (CM), Bob Pugh (BP), Rebecca Hutchison (RH) (*minutes*)

Apologies: Scott Hutchison

Absent: Phil Green

1. Minutes of last meeting 27 June

Changes to Minutes:

- Scott's initials were incorrect in the "Present" section and should be SH.
- In AOB – Anne was approached by the Music Hall Society not "The Musical"

Acceptance proposed BP, seconded MB – Agreed.

2. Matters arising

3. Financial report

- Balance as of 10 July: £2226; with transactions since, now £2171
- Estimated cost of Table Manners – loss of £336
- Income from tickets was only £800 as compared to about £1300 of Spring Production.
- Current signatories are: Anne, Bob, Ronald, Michael. Ronald needs to come off as he has relocated. MB proposed Christine to replace Ronald; JC seconded - Agreed

4. Summer Production:

- Chairman/Producer found it to be successful in that everyone enjoyed it and he received no negative feedback.
- Director praised the cast: Performances were excellent; very lifelike from everyone. The work that everyone put in, especially Ruth Pugh (props), made an enormous contribution.
- Huntingdon Radio review was not seen as accurate by CM.
- Regarding the role of Prompt, it was a difficult play to prompt as it had a lot of action, and it begs the question if appropriate to share the job and if the prompt should be engaged earlier with the rehearsals. The role needs to be recognized

as a more serious entity; suggestion to ask people who did not get a role to prompt instead; suggestion to have an article in the newsletter about the importance of the role

- Draw for tickets – Winner = Carol Wadey. (notified)

5. Medway – Venue

- Venue originally chosen as we were worried about scaring off traditional audience with original play choice.
- Comments received on the bar about not wanting to park their cars on the Oxmoor. Perception of area is negative although this isn't accurate.
- Building and taking down of sets took time away from the needed rehearsal time.
- No fridge – no glasswasher – no storage area for FOH staff.
- Light hire and stage extension hire were expenses we would not have borne at Commemoration Hall.
- Medway hourly rate is more than at Commemoration Hall (more use would yield an “affiliate” rate)
- Having air conditioning for Summer Production was a plus.
- The bar / reception area are nicer than the Comm Hall.
- John did see a lot of new faces.

6. Committee membership change

- Ronald has moved away. He's no longer on the committee and is un-co-opted.

7. Stolen wine

- Wine stolen from Alconbury storage. Keys were left with gatehouse to allow a cable to be installed (at their request) and keys stayed with them for a long time. Wine was not noticed missing until it was time to stock for the Summer Production. Loss of £86.40. John reported it to the Site Person (Urban & Civic), unable to say when it happened. Did not report it to the police. Lesson learned: if someone needs to get into the storage site, a drama club member will have to be present throughout the time they're there.

8. Other Activities

- Play Reading Group – it was fun; thought people got a better idea of what the play was all about. Serious concern about ability to cast the play. (Read-throughs are 2 and 4 September.) Reiteration that the play reading is about: an opportunity for those not in the current production to do some reading, and occasionally to read the next production. The person in charge of the group can decide how they want to do the evening, choosing the play.
- Scott to organize the next reading group as agreed at last meeting. (SH to give proposed date and venue.)
- Alconbury Working Day – To be set for third or fourth week of August, tentatively set for 17 August.
- Dinner 6 September, Prima. Eleven committed at the moment.
- Cambridge Arts Theatre – Noel Coward’s Fallen Angels which was done by the club in years gone by. Michael will organize a trip for 24 September.

9. Autumn Production

- Proposed advertisement in the Hunts Post or News & Crier. It might be nice if someone also went and talked with HCR – preferably the Director.
- There are 12 characters so we need to do a lot of work around getting people to audition. Five main roles.
- Ideas:
 - Could we target other Drama Club’s FB pages?
 - Could even do posters or flyers to generate interest.
 - Talking to your friends is still a good method.
- BP suggests we have a back-up plan in case we can’t cast it but JM believes as long as we know by 4 September and act by that time.

10. Communications Group

- Newsletter items – next one will be aimed at the auditions; will go out by mid-August.
 - Alconbury Working Day,
 - Fallen Angels,
 - Request submissions for Spring Production.
- Emails, website, Facebook and twitter – will contain info on auditions, set building, play.

11. AOB –

- When to ask for submissions for Spring production. Need to know it in October therefore need to ask for submissions by middle of October. Carried forward to the September meeting.
- If respond or action an email in the Club's gmail account, leave it marked as "read".

12. Date of next meeting – 26 Sept. (August meeting cancelled.)