



Minutes of Committee Meeting

Monday, 6 April 2009, 7.30 pm
28 Huntingdon Road, Bampton

Present: Michael Black, Carol Wadey, John Morgan, Kelly Mason, Phil Green, Scott Hutchison, Marie Huggins (in attendance)

Absent: Kat Sexton

1 Apologies

Caroline Harbord, Ronald Stevenson, Dean Laccohee (invited to attend)

2 Minutes of last meeting (29 Jan 2009)

Agreed

3 Matters arising

None

4 Financial Report

- *Separate Tables:* several invoices and the income from Card Gallery ticket sales are still outstanding. The production is likely to have made a profit.
- Bank balance, 13 March: £2,981.30.

5 Spring production

- It was agreed that the production was very successful, and feedback has been excellent. The scene changes without closing the curtains worked well.
- Rebecca Hutchison was a particularly effective front-of-house manager.
- A letter of thanks has been sent to the George Hotel for lending chairs and linen.

Actions:

- **CW** to send flowers and a card to Kelly Whitworth (who agreed to paint the backdrops).
- **KM** to send a donation of £50 to Spotlight Productions, as there was no charge for hire of costumes and chaise longue.

Agreements for future improvements, whenever possible:

- there should be more rehearsal time on stage
- the technical rehearsal should aim at a complete run-through
- the producer shouldn't also be acting.

6 Summer Production

Dean Laccohee is directing *Absent Friends*. Read-throughs: 22 and 27 April. Several people have offered to help. JM offered to produce, and will arrange for props to be available as early as possible, and for sound and lights to be set up at the Sunday rehearsal, so the technical rehearsal can be a complete run.

7 Future Activities

- *Royal Society of St George dinner, 25 April:* the necessary cast has been assembled, and rehearsals planned. The Society has confirmed arrangements. The possible performance for the Anglo-American Society hasn't been confirmed.

- *Lunch at RS's*: this was changed to Saturday, 9 May, at RS's request.
- *Acting workshop*: confirmed for 11 May. Dean has agreed to give up that evening's rehearsal.
- *Separate Tables in Norwich*: **MB** to organise a trip for 21 May.
- *Autumn production*: mid-June was set as the deadline for submissions for plays and directors. It was agreed to request a comedy, farce or thriller, with a fairly large cast, and to offer the first night as a fundraiser for the Mayor of Huntingdon's charities (ticket sales less a third of production costs, and raffle organised by the Mayor's secretary; not takings from bar or programmes).

8 Bar

It was agreed that selling coffee and tea at performances was time-consuming and labour-intensive, and that they shouldn't be offered at the coming summer production. The issue might be reconsidered for the autumn production.

9 E-tickets

It was agreed to introduce online booking using the TicketSource system asap. **JM** to organise. **JM** and Ann Monk to be administrators, **MB** and the Commemoration Hall to have access to sell tickets (eg in response to phone calls). The cost is 10% of the value of any tickets paid for online. It was agreed to keep ticket prices at £6 and £8 for the summer production, and to review them for the autumn.

10 New flat

JM, Pete Walsh and Dean Laccohee to plan the set for *Absent Friends*, then **JM** and **CW** will order the flats.

11 Phone

Following problems with using the mobile, it was agreed to use **JM** and **MB**'s home number for ticket sales for *Absent Friends*.

12 Commemoration Hall basement

To be cleared when the new flats are delivered.

13 Reorganisation of website

JM will start on the database shortly, and record the time spent on it (expected to be considerable), with a view to the Club paying him in part.

14 Newsletter, emails and website

MB to send out an email to all asap.

15 Correspondence

None.

16 AOB

- **MB** to take NODA magazines to Club events.

17 Date of next meeting

Tuesday, 12 May, 8 pm at **CW**'s.

MB, 8 April 2009