



## Minutes of Committee Meeting

Thursday, 7 April 2011, 8 pm  
28 Huntingdon Road, Brampton

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**Present.** Michael Black (Chair), Ronald Stevenson, Kelly Mason (Acting Secretary), Kevin Webb, Ann Monk, Scott Hutchison, Dean Laccohee, Kirsty Pickering, Guy Makey.

**Apologies.** Phil Green.

Minutes of last meeting 8/3/11 agreed.

### **Matters Arising.**

- 1) Pop Bellies dinner bookings. Tony to liaise with Pop Bellies with a view to having an arrangement for pre-show dinners in place for next production.
- 2) Facebook page now up and running as is Twitter feed, care of DL & SH.
- 3) Music in foyer: John Morgan has checked and the club is licensed to play music in the foyer pre performance and during interval.
- 4) Second cheque and paying in book, change of signatories: Still to be arranged by KW (Action KW)
- 5) Insurance Certificates: KW has sent original documents to Huntingdon Town Council and copies to Tony for FOH.
- 6) FOH Lanyards: DLhas found supplier, will supply 12 lanyards for approx £20. (Action- DL to order.)

**Financial Report.** KW to complete "A Doll's House" accounts as awaiting invoices, but so far production looking profitable. FOH monies are showing to be £10.50 up, KW will list this as unaccounted for on final accounts. KW also confirmed that missing FOH money from previous productions has been credited to club account and matches figures given. Last balance + £4000. (Action KW)

MB has arranged for the club to buy George Cottam and the two Pauls drinks as thanks for providing props for the spring production (Action MB & KW)

**Spring Production.** RS happy with production and good audience feedback, but queried club taking large bookings without advance payment. Committee decided to leave booking procedure as is for time being, but to encourage advance payment when taking phone bookings. MB felt production side of things went well, but missed presence of dedicated Props manager.

**Prize Draw.** Carried out by DL & SH, winner of tickets Mrs. Carole Goldsmith (Action MB to notify)

**Summer Production.** MB has booked rehearsal and performance venues, scripts have arrived.

### **Club Social Nights.**

- 1) Buffet and play reading at AM's on 3/6/11. MB to publicise early May and to resend play inventory. (Action AM & MB)
- 2) Lunch and play reading at Ronald's on 10<sup>th</sup> Sept. RS to arrange lunch, KP to organise reading. (Action- RS & KP)

- 3) DL suggested club meal out, agreed for 8<sup>th</sup> July, MB to publicise. (*Action- DL, SH & MB*)
- 4) SH suggested HDC arrange trip to the People's Shakespeare in Cookham. Details to be sent out (*Action SH & DL*)

**Mummers Play.** Going well.  
(RS left, GM arrived.)

**Subscriptions;** All but one committee member paid up. MB to e-mail reminder. (*Action MB*)

**Commemoration Hall Basement;** Basement overcrowded. Agreed to hiring skip and holding clearing session on 12/7. (*Action MB*)

**E-mail & Website.** Up to date.

**AOB;**

- 1) MB queried the need for instructions on on-line booking service, decided not to for time being.
- 2) John Morgan has designed leaflets inviting people to join HDC. Design to be circulated via e-mail for comments/suggestions. (*Action MB*)
- 3) Auditions for autumn production to be held 25<sup>th</sup> & 27<sup>th</sup> July. Wed night rehearsals at Brampton Church Hall, MB to inquire about the Brampton Institute for Mon nights. Rehearsals to start 4<sup>th</sup> September, subject to venue availability.

Next meeting on Tuesday 17<sup>th</sup> May, 7.30 pm at 28 Huntingdon Road Brampton.