



**Minutes of Committee Meeting**  
**Tuesday, 6 March 2012, 7.30 pm**  
at John and Michael's  
28 Huntingdon Road, Brampton  
01480 454486

Present: John Morgan (Chair), Michael Black, Kevin Webb, Ronald Stephenson, Dean Laccohee, Scott Hutchison (Minutes)

Apologies: Phil Green, Rebecca Hutchison

1. Minutes of last meeting: agreed.
2. Matters arising: nil.
3. Financial report: none.  
Related: External Review by independent accountant is needed. Ron unable to get someone to do it.  
**Action:** RS to find someone to check accounts.  
Related: Paypal for paying subs  
**Action:** JM to look at prior research on Paypal. Post meeting change: Paypal needs to be investigated by Communications Group (item 10 A) to provide integration into web site.  
Related: Signatories  
**Decision:** Ann Monk left as signatory. (Signatories = Ronald, Kevin, Ann, Michael; 2 of 4 required)
4. Spring Production:  
*Rehearsals:* All going very well.  
*Sales:* 24 tickets sold
5. *Absent Friends:* eight people went to see the West End production on 3 March, including nearly all the cast still living in the UK. It was good fun, let's do it again.
6. Mummers' play: MB still needs 1 or 2 people to do 2 performances at Farcet Fen, Peterborough, on 21 April.  
**Action: MB**
7. Summer Production: 19 – 21 July. JM, MB to do costume drama – “a classic book that's been adapted.”  
**Action: MB & JM**
8. Constitution:  
**Decision:** put constitution on website.  
**Decision:** as no signed hard copy can be found, need to re-sign one.  
**Action: PG to sign and store printed version**
9. Miscellaneous Decisions required:  
A Huntingdon River Gala, 9 June. **Decision: No stall.**  
B Sardines – **Decision: No**  
C AboutMyArea – **Action: RS look at rates**  
D Script Swap Discussion – **Action: KW to investigate**  
E Clubz - **Decision: No**  
F Ticketsource FB app – **Action: JM then DL to deal**
10. Creating a Fully Functioning Committee
  - A. **Communications:**  
**Decision:** Subcommittee to be formed to deal with all comms.  
Data protection of utmost importance.  
KW – SATAG – “we don't need to do it”

**Action: DL, SH, RH to form Communications sub-committee to deal with all communications.**

**Action: Next week round-robin needed to all email subscribers to ask for help – posted Flyers 48, phone about 20.**

**Action: MB & JM to provide 2 mailing lists on cd plus FOH needs**

## **B. Bookings**

**Decision: MB and JM to keep ownership of bookings**

## **C. Other Responsibilities:**

- Personal Contact –Everyone
- Other amateur dramatics societies and clubs – SH, DL, RH
- Previous Enquiries – SH
- Contact from prospective members – RH
- Offers of Help – Producer
- Lifts – Chair
- Photos – per productions
- **Action: Dean – organize for Fete Dress Rehearsal**
- **Action: Dean/Scott – organize headshots**
- Performance License – Phone to Same French – Secretary
- Contact Details, Audience Members – DL/SH
- Play Sets Storage – JM/MB then Alconbury
- Activities? – DL/SH/RH
- Represent Club on Huntingdon Commemoration Hall Charity – JM
- Assets List – props, costumes, plays – Ann and Bob
- Play inventory – Ann and Bob

## 11. Other Activities

Thai Evening – after Fete in April – **Action: PG/RS**

Note agreed previous meeting, to meet every 3 months including Christmas

## 12. Noda Awards Luncheon

**Decision: Not to be funded – Proposed RS, Second DL**

## 13. PaTCH Fundraising Event for Comm Hall Lighting

Cancelled

## 14. Friends Scheme – dropped as agenda item, concentration on core

## 15. Report on AGM

Well attended by 15. Thanks to those who organized and made pancakes.

## 16. AOB

DL: If club members suggest jobs and volunteer to work on, they must follow through to their conclusion

## 17. Next Meeting: 10 April 2012 7.30 pm at John & Michael's