



## Minutes of Committee Meeting

Tuesday, 13 May 2008, 8 pm  
51 West End, Brampton

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### PRESENT

Ann Monk, Carol Wadey, John Morgan, Kelly Mason, Michael Black

### 1 APOLOGIES

Caroline Harbord, Richard Meredith, Ronald Stevenson

### 2 MINUTES OF LAST MEETING

Agreed.

### 3 MATTERS ARISING

None.

### 4 SUMMER PRODUCTION

Hay Fever is cast and rehearsals are going well. Ann will produce.

**Performances:** Brampton Park Theatre, 18 and 19 July; the BRJ Club, Oxmoor, provisionally 25 or 26 July. It was agreed that John will contact RAF Alconbury about performing there the same weekend.

Chris Topham will arrange entry to Brampton. Caroline is still trying to make arrangements with Kevin (Chair of Brampton Park Theatre Club).

Kelly will be in charge of hair and make-up. Kat will do publicity. Carol will help with costumes.

**Actions: JM**

### 5 FINANCIAL REPORT

Kelly presented a detailed report (attached) on Cold Comfort Farm, which made a profit of £420.06. Kelly was thanked.

### 6 PAST ACTIVITIES

The poetry evening arranged, hosted and catered for by Ronald on 26 April was very enjoyable and an excellent and original activity.

### 7 FUTURE ACTIVITIES

#### 7.1 Unity in the Community:

- Saturday, 28 June, 11-3, at St Peter's School.
- Carol to organise the stall. Caroline, Ann, Kelly, John and Michael will help on the day.

**Action: CW**

- Carol to draft leaflets about joining the Club and about Hay Fever and send them to John to finalise and print.

**Action: CW**

- Two five-minute performances: it was agreed to suggest to Valerie that we perform an excerpt from Hay Fever, and that OCAG should be asked to sell tickets.

**Action: MB**

- Donation: it was agreed to donate £50 towards the cost of the event.

**Action: KM**

## **7.2 Suggestions for future activities:**

- Workshop on costumes
- Barbecue and painting session at our portacabin, if we get it
- Lunch or tea in a garden, with dramatised playreading, in September. Carol to find a suitable play. Venue to be arranged.

**Action: CW**

## **8 PUBLICISING EMAIL ADDRESSES**

There was uncertainty over the whereabouts of the list completed at the last committee meeting. Caroline may know.

**Action: CH**

## **9 INDIVIDUAL RESPONSIBILITIES**

**Publicity:** Kat

**Audience database:** Ann will update then pass it to Kat. Everyone with contacts to be added should send them to Ann.

**Action: All**

**Photography:** Marie Huggins has agreed to take publicity photographs of Hay Fever.

**Web and newsletters:** John

**Emails:** Michael

## **10 RECRUITMENT DRIVE**

Unity in the Community will be used to recruit new members, and a major push will be made in January, including targeting students on hairdressing and beauty courses at HRC. The main reason for not doing so earlier is that the cast of the autumn production is small, so we don't want too many new potential actors before then.

## **11 CLUB ASSETS AND STORAGE**

John and Michael have met Graham Wilkinson, of Spotlight Productions, to discuss the possibility of using part of their new storage facility. He provisionally offered free use of a portacabin, which could be moved to the site. It was agreed to pay for the cost of moving the portacabin, up to £200.

## **12 SUBS: WHO SHOULD PAY?**

Caroline's discussion paper was considered. It was pointed out that everyone is covered by our public liability insurance. It was agreed that:

- payment should continue to be for a full year only, as a half-year rate would require a change in the constitution, and it was felt that £12 is very little
- insisting on payment, eg from anyone auditioning, and setting deadlines for payment were unworkable
- we should try harder to encourage people to become members; when Kelly doesn't meet potential members (eg when she isn't performing), she'll appoint another committee member to collect subs.

### **13 NEWSLETTER**

Phil Green is writing about the poetry evening. Ann to write about Cold Comfort Farm. John to ask Valerie to write about Hay Fever.

**Action: AM, JM**

### **14 WEBSITE**

Nothing to report.

### **15 CORRESPONDENCE**

Invitation to meeting at All Saints Church, Friday, 16 May, for a presentation about plans for community use of the church: Kelly to attend.

### **16 AOB**

2009 performance dates booked at Commemoration Hall: 26-28 March, 12-14 November.

### **17 DATE AND PLACE OF NEXT MEETING**

Early September, to be arranged nearer the time.

*MB*

*14 May 2008*