# http://www.huntingdondramaclub.org.uk/wordpress/wp-content/uploads/2014/12/cropped-hdc_banner_ALT_stage_door_jan15.jpg

**COMMITTEE MEETING MINUTES**

Tuesday 6th March 2018

York Close, Godmanchester

**Present:** Jo Hussey (JH), Chair, Dean Laccohee (DL), Graham Crouch (GC), Marion Stribling (MS), Michelle Gibson (MG), Rae Goodwin (RG), Sarah Cornforth (SC), Laura Harding (LH), Bronte Beckett (BB)

**In attendance**: Sandra Birnie (SB) for item 3

**1. Minutes of the Last Meeting (2nd January)**

* GC reported that payment had not been received from the Cromwell Museum. SC would follow up with Matt.
* DL would email the production manual to LH
* All other actions were completed

The minutes were ***agreed*** as correct.

**2. Minutes of the Annual General Meeting 8th February 2018**

The minutes were ***agreed*** as correct.

**3. Spring Production**

SB reported that everything was coming together and they were on track for a powerful piece of theatre. SB was delighted with how all five actors had progressed.

* There were some concerns over costume, bras had been sorted but suits for 2 of the characters were yet to be sourced. The committee ***agreed*** it was worth spending extra money for authentic period costumes.
* Sound and lighting were all sorted with their cues. Matt and Lola had been very supportive.
* Taxi tour had gone very well
* A slot on Radio Cambs was booked for next Monday. Two slots on HCR had taken place and there had been two features in the Hunts Post
* Ticket sales were going really well with just one ticket left for Saturday.
* Posters had started to go out but the usual poster tour had been cancelled due to the snow. SC would check with Matt which places had not been covered and would confirm with JH.
* The budget had been updated and the production was in profit based on the current sales.
* The programme was 16 pages and ready to go to print.
* There would be a production meeting on Thursday which would confirm the details for the get in.
* FOH – a table would be needed on Friday night for Monica Weller. JH/MS would cover the tickets/greeting on Wed-Fri, DL would cover Saturday. MS would arrange a small team to cover programmes/raffle.
* SB raised concerns with the venue having only one toilet for use by the audience, cast and crew. A crew member would have to go to the George at the interval to give any audience members a five minute call.
* JH reported that the NODA rep had booked for Wednesday.
* The get out would take place on Saturday night.

**4. Future Direction of Club**

JH introduced an exercise for committee members to take part in to discuss the future direction of the club. The committee was split into groups and discussed three topics – “What we do well”, “What to improve” and “Jobs that need doing”. Following a discussion it was agreed the priorities for the year ahead were; 2019 drama festival, venues and storage.

JH would put together ideas to take forward from the group exercise for a further discussion at the next meeting.

**5. Social Plans**

LH had a number of ideas for social events which included a BBQ in the park, theatre trips, workshops, pub evenings and quiz nights. LH suggested using facebook to set up events to see who was interested and using polls on facebook to see what would be popular. BB suggested an open mike night for club members which the committee felt could be combined with a quiz night.

**6. AOB**

There were no items for AOB.

**Summary of Actions Agreed**

|  |  |  |  |
| --- | --- | --- | --- |
| Who | What | When | Comment |
|  |  |  |  |
| SC | Follow up advert payment with Cromwell Museum with Matt | ASAP |  |
| DL | Email production manual to LH | ASAP |  |
| SC | Check with Matt which places on the poster tour were left to cover and let JH know. | ASAP |  |
| JH/MS/DL | FOH for Thrill of Love; Wed-Fri MS/JH, Sat DL | Production |  |
| JH | Put together ideas from committee discussion on future of the club for the next meeting | Next meeting |  |
| RG | Take forward a club workshop following the RSC weekend | Ongoing |  |