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

**COMMITTEE MEETING MINUTES**

Tuesday 21st May 2018

York Close, Godmanchester

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

**Apologies:** Bronte Beckett (BB), Rae Goodwin (RG)

**1. Minutes of the Last Meeting (17th April)**

* GC confirmed no payment had been received from Cromwell Museum for the advert in the Crucible programme. It was ***agreed*** to no longer chase for payment and going forward our policy would be that no ads go in the programme until payment had been received.
* DL confirmed that he had discussed workshop ideas with RG and they had agreed it would be good to do workshops around a few themes, such as how to go about choosing a play, directing the play etc. Need to discuss further, MS to add to the agenda for the September meeting
* JH would write a First Aid policy in time for the next play
* Venue requirements to be discussed at next meeting due to RG’s absence.
* BB, LH and SC had all been given access to Facebook

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

**2. Treasurer’s Report**

GC reported that one sub payment had been received. Payments had been made for TOL bar expenses, facebook adverts and the donation to the church. The current balance was £7859. It was noted that currently only GC and MS had access to authorise online payments. It was ***agreed*** to make any necessary changes after the next AGM.

**3. Autumn Production**

DL confirmed that auditions would take place on 16th July. The production dates had not yet been confirmed as DL was still waiting confirmation from All Saints which he would chase this week. The preferred dates were 14th-17th November. SC had started work on the poster.

**4. Programme Layout**

JH requested that everyone give some thought to the programme layout and style – should we have a “house” style or different for every programme? Ideas would be discussed at the next meeting. MS would bring a selection of past club programmes and JH would bring a selection of programmes from professional shows.

**5. Bridge Arts Festival**

SC reported that there had been 2 brainstorming meetings to discuss ideas for the Festival, but it was difficult to make a decision without knowing the venue. The group had discussed an idea of putting on a treasure hunt with one-to-one performances in the library. RG/BB would be meeting the library this week to discuss their ideas. The form had to be submitted by 30th June, there would be an update at the next meeting.

**6. Insurance**

GC reported that he had received the insurance documents but they were still in James’s name. GC would contact them with JH’s contact details.

**7. Social Update**

LH updated with the social events - The quiz/open mike night would take place on 26th May at St Mary’s Hall, BB would compare. A group would be going to see SAtG on 29th June with drinks after. There were plans for a BBQ in the park in July (date tbc).

**8. AOB**

Ideas were needed for next year, possibly plan to do 2 productions rather than 3?

LH reminded the committee that the Drama Club was 75 next year and suggested we could host a ball to celebrate.

**Next Committee meeting**

It was agreed to hold the next meeting on Monday 11th June at Tesco.

**Summary of Actions Agreed**

|  |  |  |  |
| --- | --- | --- | --- |
| Who | What | When | Comment |
|  |  |  |  |
| MS | Add workshop item to September meeting agenda | Sept meeting |  |
| JH | Write a First Aid policy in time for the next play | November |  |
| All  MS/JH | Give some thought to programme style and layout. MS to bring past programmes, JH to bring professional programmes to next meeting | Next meeting |  |
| GC | Contact Noda to change insurance contact details. | Next meeting |  |
|  |  |  |  |
|  |  |  |  |