



# Cambridge University Amateur Dramatic Club

Minutes of Committee Meeting, 6.30pm, 10 Mar 13

## 1. Apologies for Absence

- a) Received from: Johann Hendrik Kamper (JHK); Sam Rayner (SR); Emma Wilkinson (EW); David Stansby (DS).
- b) Present: Adam Smith (AS), Emily Newton (EN); Oli Rew (OR); Emma Powell (EP); Charlotte Quinney (CQ); Phoebe Hill (PH); Tim Palmer (TP); Zoe Higgins (ZH); Kit Fowler (KF).

*Meeting commences 6.40pm*

- EP offers around amazing chessboard birthday cake. Birthday singing ensues.

## 2. Minutes and Matters Arising

- o Minutes received, no objections raised.

## 3. Handovers and Mailing Lists

- o All have been handed over from previous committee except AB, JHK and ZH.
- o OR has had handover but no banking access without **a trip to the bank with AS.**
- o Everyone is able to send mailings or are yet to be sorted out by Jamie Carter, but will be.

## 4. RAG Show Reports

- o RAG Reports = 'Red, Amber Green' (not 'Raising and Giving', courtesy of CQ)
  - Show contacts should assign traffic light colour to categories of production (see below) and submit reports ahead of meeting, preferably raising big issues in the week.
  - System is a bit clunky – **can and should be reviewed soon.**

### a) **AIDA – Adam Smith (AS)**

**Recruiting, acting, technical, production, sales**

- o Get-in is underway, and it looks amazing. Lots and lots still to do, but largely on track.
- o Opens Wednesday 13 March.
- o Sales are at 50%, 1234 tickets sold – still another 1234 tickets left! However, term time dates are all around 70% sold. Marketing to town to commence in earnest after show is up.

### b) **Street Car – David Stansby (DS)**

RAG n/a? **recruiting, acting, technical**

- o Very popular auditions completed – 99 auditionees
- o Several producer **applications** received.

### c) **Nine – Charlotte Quinney (CQ)**

**Recruiting, acting, technical**

- o Rights applied/paid for, **waiting for confirmation.**
- o Several production team applications, particularly fresher assistant producers.
- o Recalls underway --- Guido (male lead) down to two possibilities, should be cast by end of term.

- In need of new Rep(s) for rehearsal – **CQ suggests a friend she will phone; Stephen Bermingham also suggested.**
- Edinburgh shows are added to reports list:
  - d) **Oresteia (Alex MacKeith) - Emma Powell (EP)**
  - e) **6 Characters (Atri Banerjee) – Tim Palmer (TP)**
  - f) **Assassins (Maria Montague) – Zoe Higgins (ZH)**

## 5. Website

- a) **Webmaster:** TP suggests Peter Birch (was enthusiastic at SoD dinner).
  - Committee moves to co-opt Peter Birch if he is still willing to be co-opted.
- b) **Committee Material:** all committee to **forward headshot and short blurb** to Zoe to update committee section of CUADC website – should be in keeping with the current vibe.
  - ZH will be in New Zealand throughout vacation.
  - TP queries viability of internet contact with ZH in New Zealand.
  - ZH confirms New Zealand does have internet, but only when the wind blows in the right direction.
- c) **Other Material:** overhaul of website content to occur in the next few weeks.
  - AP and ZH to meet to discuss further
  - All committee welcome to submit suggestions for updates.

## 6. #Week9

- a) **Club Office: War will be waged** on the malaise of miscellaneous content that currently prevents more than one person comfortably making it through the door.
  - Crack team headed by AS, EN and OR.
  - **Door lock to be fixed and code reset** – Paul Gotch keen to have a look.
- b) **Stash:** Phoebe will design over the holidays
- c) **Further suggestions:**
  - **Props cupboard** cleaned and organised by KF and CQ
  - **Club Cupboard** cleaned and organised by DS and TP
  - **Burglar code and door codes** to be reset for committee
  - Issue committee **print codes/ticket sales** codes

## 7. AOB

- CQ and EP ask about Workshops and booking speakers:
  - Oli able to advice on financial logistics but not to give out money yet.
- AS reminds committee about Spotlight Talk (see emailed Info list)
- AS (in JHK's absence) raises **Bands and Musicians mailing list – should be created asap.**
- ZH raises creation of **'general hands' mailing list?** 'Technical' is intimidating.
  - AS – we should update **CUADC on Facebook** – create a rolling vacancy and opportunity listing on Facebook, in addition to mailings.

Meeting ends 7.00pm. **Next full meeting TBC, in Week 0 Easter Term.**