



# Cambridge University Amateur Dramatic Club

Agenda for Meeting 28/04/13, 7pm Larkum Studio

**Present:** Adam Smith (AS), Emily Newton (EN); Oli Rew (OR); David Stansby (DS); Phoebe Hill (PH); Tim Palmer (TP); Zoe Higgins (ZH); Kit Fowler (KF); Johann Hendrik Kamper (JHK); Sam Rayner (SR); Emma Wilkinson (EW)

1. Apologies for Absence

**Received:** Charlotte Quinney (CQ); Emma Powell (EP); Peter Birch (PB)

2. Minutes and Matters Arising

- EN is incapable of putting PB's name down correctly on paper. Apologies to PB.
- AS: we need a sternness rating for committee emails to shows and individuals. EN to action.

**Sternness rating:**        **1/10 = chilled**  
                                     **5/10 = business-like**  
                                     **10/10 = authoritative and quietly disappointed.**

3. Show Reports

a. **Streetcar**

- **Technical:** Going ok, full team, but get-in running slightly behind.
- **Sales:** 50% sold, posters went up and sales did too.
- JHK reports acting going well – extremely good at last rehearsal other than corpsing.

b. **Nine**

- **Publicity:** Atri sent publicity first draft to SR and Flo; material to be ordered
- **Technical:** LX designer – AS; Sound – Pete Hoyes + Charlie Houseago mentoring. **EN to email Charlie Alaric, Pete, Jamie and Gareth to check arrangements – sternness rating 5/10.**
- **AS to attend prod team meeting Monday 10.30**
- OR: money being spent without budget set. **AS to find budget letter Rosanna on overspend to email to Gareth.** Should be distributed to production team.

c. **Oresteia**

- EP absent
- Tony Dent can't do Edinburgh as on Footies Tour
- Mitchell Clarke offered to tech – BUT position should be opened, role requires a small amount of experience in everything. **EP to pass this on to Alex + prod team.**

d. **Six Characters**

- No change, except accommodation found.

e. **Assassins**

- No change

4. AIDA Settlement and Costume Overspend

- AS: settlement as expected, but waiting on Josef bill – we have roughly broken even.
- Richard Barnes advises paying back. However, some disciplinary action should be taken. **OR to write cheques to costume designers.**

**- OR and Richard to write formal letter; no fine now, but next time CUADC is not in a position to pay back overspend. Sternness rating 9/10**

5. Co-Opting Directors' Rep

- Candidates: SR (General Member), Helena Middleton, Robbie Aird.
- Open vote result: Helena Middleton to be co-opted as Directors' Rep.
- AS to email. **Sternness rating 3/10**

6. Freshers' Brochure

- Printed over the summer, to be placed outside/around theatre, in colleges, at squashes/fair.
- Last year's design was text heavy: content good, design alienating. More brochure-like?
- **ZH to mastermind reworking it to readable format, committee to help implement.**
- **AS: Get Hamish's electronic copy of CUADC brochure/ hard copy for Zoe**
- Content both ADC and beyond: "how Cambridge theatre works made by CUADC".

7. Freshers shows

- 3 shows: ADC Main, ADC Late, Corpus Main.
- General guidelines: mix of gender, will sell easily, potential to interpret AND good if unchanged.
- ADC Main: good, commercially simple but interesting play.
- ADC Late: Quite quirky, short in length, potential for contrast to Mainshow.
  - ie. puppetry (Grimm tales), radio play (Under Milk Wood)
- Corpus Main: very small two hander – acting showcase to suit space.
  - ie. The Bullet fell by the wayside – this should be an alternative not a backup.
- **Separate meeting for plays open to all interested: held straight after committee 5th May**

8. Edinburgh Brochure

- As a group of Cambridge shows: main purpose to tie all Cambridge shows to the footlights.
  - BUT the Footlights then get centre spread and discount.
- Other shows are keen – one central order to CUADC, distributed to shows.
- **AS email Hamish to find out how much it cost.**
- **ZH Comprehensive list of Edinburgh shows needs to be assembled.**
- **AS outreach via info list, Facebook etc.**

9. Stash

- Design: Full Name // CUADC Position; logo on other breast; back committee name, logo, website.
- Happy with rugby shirt from Bananamoon: - logo on one side and names
- **PH to send out stash email for sizes to committee.**
- **EN to send design to Phoebe.**

10. Garden Party

- No from Newnham, Johns, Sewlyn, Queens: all college only or unavailable. VERY URGENT.
- **OR to ask Pembroke**
- **CQ to ask Lucy Cavendish**
- **PB to ask Sidney**
- **PH to ask Christs**
- EN: Lafayette quote pending – more expensive because a Sunday.

11. Thorpe Park

- **Finalised date: Wednesday 12<sup>th</sup> June**

- Quote from Cambridge Tours: £350; **EN to contact Collins Leger for quote for comparison.**
- Eat Kelloggs to get 2 for 1 vouchers (cheaper than group tickets).

12. AOB

- **Membership:** JHK had handover with EB in holidays.

BUT spreadsheet gone from JHK drive - EB to try and retrieve deleted membership.

+ **OR: we should try and have online membership like CUMTS website. PB to try?**

- **Props:** KF would like £18 to buy new plastic wine glasses what won't break.

+ Not now, but next show that needs them.

- **AS + ZH: new poster for the bar with new font and logo.**

- **If shows are disappearing, email web support at Camdram...**