



Cambridge University Amateur Dramatic Club

Minutes, 2nd November 2014, 6.00pm Dressing Room 2

Meeting Commences: 6.04pm

Choice of Snack Includes: Nothing.

1. Apologies for Absence

Received from: Jamie Balcombe.

Present: Alex Cartlidge, Bethany Craik, Hannah Edwards, Rhianna Frost, Madeleine Heyes, Emma Hollows, Nicholas Hulbert, Jen Hutchings, Sam Rayner, Rose Reade, David Stansby, Harry Stockwell and Harriet Webb.

2. Minutes and Matters Arising

Minutes received, no objections raised.

3. Show Reports

(a) *Sophiatown* (Week 3 Mainshow, Show Contact: Bethany Craik)

S – Sold really well, took more money than *Oedipus and Antigone*; smashed their financial target.

P – There wasn't free drinks, Jen and Nick didn't print tokens but producers should have been aware of who had them, most members of the company left before party. Just a one time error, need to avoid in future.

A - It was incredible, bought new people to the ADC; it was good to fund the show and support them.

T – Went well, get-out finished by 2am; cast had alcohol before the out, which wasn't great.

(b) *Of Mice and Men* (Week 4 Mainshow, Show Contact: Alex Cartlidge)

S – Selling well; 81% of its financial target (estimate of what theatre thinks the show will make), 61% of seats. Wednesday selling badly; Bonfire Night perhaps? Ticket sales bad on Halloween last week; could we do some kind of ticket sale code on these one off occasions? Realistically not that worried. Sam Rayner (Director) interviewed by Varsity.

P – Posters and Flyers up and around time.

A – Rehearsals going well, looking great.

T – Got a DSM and full tech team, not signed off for naked flames and smoking yet; Stage Manager emailed Mitchell Clarke. Get-in in progress, going well.

(c) *The Merrier* (Week 4 Lateshow, Show Contact: Harry Stockwell)

S – 3%; especially bad on Wednesday. Harry Stockwell asked about if they had an publicity for the Facebook Page. Could we do a fun deal: an offer for CUADC members to see the Mainshow and Lateshow (which are both Club shows) for a discount – like a CUADC double bill? Do we want the deal just on Wednesday to improve sales for *Of Mice and Men as well*? If the theatre is happy, could do tickets for both shows for £10, on Wed-Sat. It would sell more tickets for Wed and make a buzz. Is it financially viable if *Of Mice and Men* is selling well anyway? Want to increase 'bums on seats' for *The Merrier*, and it might improve Wednesday sales for *Of Mice and Men*. David Stansby to talk to Flo Carr and let the producers know.

P – Kayla Marks (producer) has not replied to two of Harry's emails; Harriet Webb has set a budget. Got loads of good ideas and currently sourcing things. Not updated their Camdram yet; either need adverts or to update the team. Without an update Camdram it seems as if they are not proactive. Need to renew adverts if need team or update production team.

A – Rehearsals going well, looks great.

T – Not sure if they have a TD yet; were going to talk to *Of Mice and Men* and have them rig them some lights. Bethany Craik going to put something about their get-in on the crewing list; looking for a Sound Designer. Bethany and Jamie Balcombe looking for someone to plot the lights for them, even if they don't commit to the entire show.

ACTION: *David Stansby to talk to Flo Carr to discuss the double-bill ticket offer.*

(d) *No Exit* (Week 5 Freshers' Corpus Playroom Mainshow, Show Contact: Nicholas Hulbert)

S – Slowing down a bit, but still good.

P – Jamie Balcombe has sorted out their TD and Nicholas Hulbert updated them. Harry Stockwell hasn't seen the poster and there is potentially some issues with it. He told them that it had to go past Flo Carr and him, but the team were worried about needing to order it. Harry told them he'd be running a Photoshop help session, saw them making the poster on word, told them to make the poster on Photoshop on the ADC computers and offered to help. They assured him they were fine. Publicity on Facebook, unclear whether it has been ordered yet; Harry Stockwell to give them a call and find out.

A – Have rehearsal shots on Facebook; going well. Very impressive actors in auditions; Director perhaps a little intense.

T – Going fine.

ACTION: *Harry Stockwell to speak to Flo Carr about the publicity and see what the theatre has seen; will also ring the producers to see if it has been ordered. Harry Stockwell will also check with the other Freshers' shows on publicity.*

(e) *You Can't Take It With You* (Week 6 Freshers' ADC Mainshow, Show Contact: Rose Reade)

S – Sales slow; 10-12%.

P – Worried about publicity not being ordered yet, want the poster ordered tonight; in touch with Varsity about previews. Have asked for more costume budget

A – Rehearsals going well.

T – Have a CLX now!

(f) *Road* (Week 6 Freshers' ADC Lateshow, Show Contact: Jen Hutchings)

S – 2-3%, again need their publicity. Had a great photo-shoot in the Larkum Studio which included actors' faces with roads projected on.

P – Have a complete team now.

A – Rehearsals going well.

T – Have a full tech team as well; all ticking along nicely.

(g) *CUADC/ Footlights Pantomime: Emperor's New Clothes* (Weeks 7/8, Show Contact: Sam Rayner.)

S – Have about fifty tickets left.

P – Doing a trailer next week, all going swimmingly.

A – Going well.

T – Ordering wood on Wednesday; had a wood budget meeting.

Sam Rayner is now involved with the show, so cannot be the Show Contact any more (!), so the proverbial Show Contact gauntlet has been passed to Rhianna Frost.)

(h) *The 24 Hour Plays* (Week 8, Show Contact: David Stansby)

Producer has applied, but is currently committed to quite a few shows, including the Pantomime. Raised the question of can people do the Pantomime and *24 Hour Plays*? Discussed the question of if the person who applied would have enough time; decided that David Stansby will co-produce and the Committee can support.

4. **Who to Contact for SPAT Reports**

When collecting information for a SPAT report the Producer and Director is emailed but that doesn't help always with the technical side of the show. Director/ Producer may say tech is fine when they don't know the specifics of any problems; Committee only hears that they have a full team etc. Will 'CC' in the TD as well as the Producer and Director, which will give more detailed information and allow us to sort out any problems earlier.

5. **Lent Term Musical & C.U.M.T.S**

David Stansby met with Lily Parham (President of C.U.M.T.S) who wants C.U.M.T.S to support the Lent Term Musical (LTM) in some sort capacity, as currently they don't have a way to support the biggest musical of the year. Different ideas of how they could get involved were discussed:

- Maybe having ownership over one department; don't have enough money to fund/ co-fund it fully. Could ownership to organise budget and support over one department? Fund the score hire or performance rights?
- Definitely do like the idea and C.U.M.T.S should be involved in some capacity and provide support.
- Could they support the Musical Director (MD)?
- Lack of channels for C.U.M.T.S to support the Pantomime; no precedent of them supporting these big musical shows.
- In initial meetings with the show, tell them to ask C.U.M.T.S if they have specific musical enquiries or want advice.
- Could they contact the MD directly in the way we do with Directors/ Producers for spat?
- Financial involvement separate – about them providing support and expertise; don't bring financial aspect in to it unless they do.
- Could invite Lily Parham to a CUADC meeting to talk about this and the options?
- C.U.M.T.S to be advisory, and in the programme it could say something along the lines of "a special thanks to C.U.M.T.S for being top babes throughout the process" (Madeleine Heyes, 2014).
- Could they be on the LTM selection panel, or the panel ask them for advice?
- Many C.U.M.T.S will do LTM, they should represent their members.

Decided that the C.U.M.T.S Committee should provide support and expertise to the musical aspects of the show, and help support the Musical Director.

6. **Info List**

- Designers' Drinks on Wednesday.
- *Of Mice and Men*.
- *The Merrier*.
- The Double Bill Deal.

7. **A.O.B**

Emma Hollows: Document for the Costume Store problems/ improvements; David Stansby will turn it from bullet points into sentences, will send it round by email and we can discuss it next week. Main points were as follows:

- Down a mine-shift, hard to access (not that safe? Maybe (definitely) haunted), not wheelchair accessible.
- Sharing with BATs makes it difficult to do an inventory because they access and take things without record.
- Not enough hanging space, need shelves for shoes.
- Need a pulley, mirrors, maybe even a changing space.
- Ideal situation would be: store at theatre, Designers' Representative is only person with access, shelving for shoes, boxes/ draws for gloves, 10-20m hanging rails.

ACTION: Emma Hollows to email round the document, Madeleine Heyes to add to next week's agenda, David Stansby to add information about the Costume Store to the Producers' Pack to let people know about it.

Emma Hollows as well: Emma contacted Society of British Theatre Designers who will do a hands-on design workshop lasting for 2 hours. They offer £25 per year membership for students; also do institutional membership where you name their members who receive the magazines, which could be circulated in the theatre.

ACTION: Emma Hollows to email the Society of British Theatre Designers to find out potential cost of workshop and the cost of institutional membership.

David Stansby: Had 120 applications; amazing season in there somewhere.

Nicholas Hulbert: Physical theatre workshop becoming very popular; had a chat with Tania Clarke about doing a workshop using dance techniques in theatre. Rose Reade and Rhianna Frost had planned two workshops, one on physical theatre for the Festival of Ideas.

ACTION: Nicholas Hulbert to email Tania Clarke about workshop.

Jen Hutchings: Wanted to know if there was any updates on getting another account card. Harriet Webb is on it, despite the fact she wasn't action pointed last week.

ACTION: Madeleine Heyes to make more Action Points.

David Stansby and Madeleine Heyes: We should give cards to our shows either as a thank you or for good luck.

Meeting Ends: 7.44pm

**The next meeting will be at 7pm, somewhere in the ADC Theatre
(location to be revealed soon).**