



Cambridge University Amateur Dramatic Club

Meeting Minutes, 5th June 2016, 6.00pm, Larkum Studio

Meeting Commences: 6.11pm

N.B: Ellie Mitchell is chairing the meeting and makes one too many jokes about staging a coup to usurp Sheanna Patel. She would like Sheanna Patel to know that she loves her very much and has unlimited respect for her presidential authority.

1. Apologies for Absence

Received from: Emma Blacklay-Piech, Saskia Baylis and Oscar Yang.

Present: Ellie Mitchell, Jack Rowan, Rebecca Vaa, Will Bishop, Alex Barnett, Alice Brightman, Catja Hamilton and Toby Molyneux.

2. Minutes and Matters Arising

a. CUSU LGBT+

Lewis Scott explains that the CUSU LGBT+ Facebook page recently issued a statement regarding the portrayal of trans characters by cisgender actors and suggests that we get in touch with them. Rebecca Vaa suggests that this is possibly a result of *Swallow* and mentions that they didn't appear to clearly advertise the role as a trans part during the auditions process.

Action Point: Sheanna Patel or Lewis Scott to contact the CUSU LGBT+ campaign.

3. Action Points

- a. Lewis Scott to make Facebook event and email invite for the Garden Party. This will be done now.
- b. Lewis Scott to circulate a show report for *The Country Wife* to committee. No show report received.
- c. Ellie Mitchell to schedule a meeting to decide on Freshers' plays, and to create spreadsheet to ensure they are all read beforehand. We agree on Friday 10th. Time to be decided.
- d. Ellie Mitchell to continue organising all of the Garden Party things, and to contact Mitchell Clarke about fridge and freezer clearance.

This was supposed to happen last night but hasn't.

Action Point: Ellie Mitchell to talk to Mitchell Clarke.

- e. Ellie Mitchell to schedule meeting about Freshers' Week.

This meeting is that meeting. #meta

- f. Lewis Scott and Oscar Yang to organise next term's Press Night.

Not urgent but on the radar.

- g. Rebecca Vaa to enquire into *e x i l e*'s AP.

She has not received a reply yet.

4. Show Reports

- a. *Wasted* (Edinburgh Fringe, Show Contact: Saskia Baylis)

No show report received.

- b. *The Wives of Others* (Edinburgh Fringe, Show Contact: Ellie Mitchell)

No show report received.

- c. *Alice* (Edinburgh Fringe, Show Contact: Jack Rowan)

S – They have now gone on sale.

P – All going well; they are waiting to hear on rigging plans. A budget has been set.

A – All fine.

T – All fine.

- d. *The Country Wife* (Edinburgh Fringe, Show Contact: Lewis Scott)

No show report received.

- e. *Teahouse* (ADC Theatre, Show Contact: Will Bishop)

No show report received as the Producer is on holiday. However, a Director has now been appointed and production team applications are open.

- f. *e x i l e* (ADC Theatre, Show Contact: Rebecca Vaa)

No show report received.

- g. *24 Hour Plays* (ADC Theatre, Show Contact: Saskia Baylis and Oscar Yang)

Neither Saskia Baylis or Oscar Yang present.

- h. *Panto* (ADC Theatre, Show Contact: Sheanna Patel)

No show report received.

Considering that only *Alice* sent a show report this week, Ellie Mitchell asks that all show contacts email their show's Producers to stress the importance of show reports, and to make sure they request them on time each week.

5. Garden Party

Ellie Mitchell outlines the preparation schedule for the weekend and explains the ideas that Emma Blacklay-Piech has come up with for the relay race she would like to run. We agree that they all sound great and come up with some further ideas.

6. Freshers' Week

Action Point: Ellie Mitchell to find out the date of Freshers' Friday from Mitchell Clarke.

We generally agree that we would like to devise a programme of events that spans the entire term, rather than attempting to cram things into Freshers' week. We would like stalls in the bar on Freshers' Friday for each department.

Saskia Baylis has said she would like to possibly run Week 0 Stage Management workshop in conjunction with the CAST home run.

Rebecca Vaa says that she and Amy Malone would like to hold an auditions talk during Freshers' week to help make Freshers feel more comfortable about auditioning in Cambridge.

Will Bishop would like to run a workshop in either Week 1 or 2 on how to pitch a show in order to encourage more Freshers to pitch for Lent.

Alex Barnett would like a laptop or tablet set up at the Freshers' Fair stall on which Freshers can sign up for membership.

Action Point: Alex Barnett to talk to Alan Egan about the possibility of doing this.

Lewis Scott promises to have a Get-Involved Booklet, termcard and membership poster ready for Michaelmas. He would like to run a marketing and social media workshop in Week 3 or 5.

Alice suggest putting together a design resources booklet. We agree that this would be a helpful resource.

Catja Hamilton and Toby Molyneux hope to run carpentry, lighting and sound workshops every Saturday during Weeks 1 to 4, so that they form a regular series whereby Freshers can gain skills over the course of half the term, rather than only providing a brief overview or introduction in one session.

We agree that design workshops are difficult due to there being no one way to design a set or costume, but will work on more ideas.

Action Point: Ellie Mitchell to mock up a timetable for everyone to agree on that Lewis Scott can then create a termcard from. He would like confirmation of times, dates and locations by 4th September.

7. Info List

- a. End of Year Party

8. A. O. B.

Alex Barnett

- a. She has received an email from a student at ARU who wants to get involved with CUADC and asks if this is okay. Constitution stipulates that anyone over the age of 17 studying in Cambridge is eligible for membership.

Catja Hamilton

- a. She has sent out emails requesting LTM and Panto handover notes and received some good responses. She asks what format it would be best to compile them in; we agree that a google drive would probably work best.

Jack Rowan

- a. He has devised the annual budget and runs us through it briefly.

Oscar Yang

- a. Has emailed to ask what is being done with regards to Jack Rowan Producing Panto and being JT. This is to be discussed at a later meeting, but it is already being addressed by Sheanna Patel in accordance with the constitution.

Meeting Ends: 7.14pm