



Cambridge University Amateur Dramatic Club

Meeting Minutes, Sunday 12th February 2017, 6.00pm, Larkum Studio

1. Apologies for Absence

Received from: Amy Malone, Lewis Scott, Alice Brightman and Alex Barnett.

Present: Sheanna Patel, Ellie Mitchell, Catja Hamilton, Jack Rowan, Will Bishop, Saskia Baylis, Rebecca Vaa and Oscar Yang, Emma B-P, and Toby Molyneux.

2. Minutes and Matters Arising

Will Bishop didn't cook dinner like he said he was going to. We are all very sad and hungry.

Sheanna Patel brings up the review timings issue; she would like us to look at which specific reviews were late so she has examples to use.

Action Point: People to do this!

Action Point: Sheanna Patel to talk to Alan Egan about mailing lists.

3. Action Points

- a. Ellie Mitchell to pick up the garden party photos.

We now have our committee photo! Jack Rowan remarks that Toby Molyneux looks 'smoking...no, smouldering! Thats the word!'

- b. Sheanna Patel to contact editors about review timings again.

See matters arising.

Here, Jack Rowan digresses into an anecdote about being approached by some students outside of his college, who asked him to fill in a questionnaire. Turned out, it was a sex questionnaire that asked him such questions as 'have you ever made a booty call?'. Jack Rowan isn't entirely sure what a 'booty call' is. He gives us a lot of detail on the other questions that is best left redacted.

- c. Ellie Mitchell to talk to Producer of *Fen* about publicity.

See show report.

- d. Lewis Scott and Toby Molyneux to draft a role description for Apprentice Technician for LTM.

This has been discussed but not actioned yet.

Action Point: Lewis Scott to open for this role.

- e. Catja Hamilton and Ellie Mitchell to speak to management about gender outreach.

See agenda point on this.

- f. Everyone to send a few lines about their role and why people should apply to it to Emma B-P before the next meeting.

Action Point: Everyone who hasn't done this to do it ASAP!

- g. Ellie Mitchell to work out when applications actually need to open.

They need to open next Sunday.

4. Show Reports

- a. *Some Voices* (Corpus Playroom, Show Contact: Emma B-P)

S - 40%

P - All happy.

A – Amy Malone had the flu so that wasn't so happy. We hope she feels better soon.

T - All happy.

- b. *Fen* (ADC Theatre, Show Contact: Ellie Mitchell)

S – Still low, but publicity is starting.

P – Due to unforeseen circumstances, the Producer has had to step down to an associate role.

Action Point: Oscar Yang to help with finding someone to step in.

A – Rehearsals going well.

T – They now have a TD, so all happy

Sheanna Patel asks if anyone knows what their set plans are. Toby Molyneux jokes that they want a real life cow onstage and that it will be trap flown. Talk turns to how nice it would be to have an actual ADC cow – it could have its own space backstage like the Genie! In the course of this conversation, Will Bishop, the vegetarian, says: 'I don't like cows though. Cows can die'.

c. *The Shape of Things* (Corpus Playroom, Show Contact: Alice Brightman)

S - 20% (Sheanna Patel: How are you doing this? Ellie Mitchell: It's the irresistible appeal of my Cambridge Theatre banter).

P – Haven't had any applications for Stage Manager, Sound or Set Builder, but Ellie Mitchell is optimistic about finding an SM and can handle Sound herself if need be. Publicity design should be done soon.

A - All happy.

T – Nobody yet to build the set, but Ellie Mitchell will ask around and Toby Molyneux can help if need be.

d. *How to Succeed in Business Without Really Trying* (ADC Theatre, Show Contact: Alex Barnett)

S - 12% and they have just started their publicity campaign.

P - Headshots are happening, flyering has begun, and Oscar Yang's big publicity plan has been approved by Mitchell Clarke.

A – The Director still needs two men. Rehearsals going well otherwise.

Action Point: Will Bishop to speak to the Director to see if they have to be men and to suggest some people.

T – Still lacking a Head Carpenter, but they are going to do a trial run of the flying soon!

4. **Constitutional Review – Election Process, Group B/C Merging**

Sheanna Patel outlines this issue for those who weren't here last week. We agree that renaming the election groups is a good idea.

We suggest that Group A becomes 'Officers', Group B becomes 'Representatives' and Group C becomes 'Secretariat'. Jack Rowan suggests that 'Officers' works better for Group C, but Sheanna Patel points out that the Proctors and other societies generally use 'Officers' for Group A positions so it would be best to keep that.

Sheanna Patel asks if we want to change the constitution or just the way we advertise elections? We agree that changing the names in election advertising will be enough.

We all vote in favour of reversing our previous decision to merge Groups B and C, and to simply add 'for the purpose of the election' to first instances of the three groups in the constitution.

5. Gender Outreach

Catja Hamilton and Ellie Mitchell went for a cheeky Nandos together to discuss the gender outreach initiatives brought up in the last meeting (and, incidentally, how great Julia Roberts movies are, but that's less relevant here).

They feedback to the rest of committee their thoughts on how management can help support these initiatives, including making technical knowledge more accessible through display boards. Ellie Mitchell also puts forward the idea of Female and Non-Binary Technicians drinks sometime before the end of the term; we all agree this sounds like a good idea.

Action Point: Ellie Mitchell to find a good date for drinks.

In the course of this discussion, Toby Molyneux brings up the fact that there is a wood guide on the theatre website, called 'Tim's Guide to Timber'. Ellie Mitchell initially minutes this as 'Tim's Guide to Tinder' and doesn't notice her typo until Catja Hamilton points it out. Hilarity ensues. If Tim ever reads this, Ellie Mitchell would like to apologise. Sorry, Tim.

Sheanna Patel would like to insert a last-minute agenda point. This is so rogue but we let her.

6. Edinburgh Show Selection

Sheanna Patel explains how last year, the committee interviewed for Edinburgh shows in the same week as show selection, and it was a nightmare. She says that instead she is going to open applications this evening and Jack and Oscar will form a separate panel to interview later in the week. She would like two more people to join them. Saskia Baylis and Will Bishop volunteer.

We discuss whether producers should find venues or we should. Sheanna Patel says that last year worked well with the producers finding venues, and committee just helping where necessary.

Rebecca Vaa and Will Bishop worry that a week will not be long enough for a director to put an application together. Sheanna Patel says that we can't leave it two weeks, but we can make it a week and a half.

6. Info List

Edinburgh applications.

American academy.

6. A.O.B

Jack Rowan

- a. Asks what the timescale for implementing the ETG-style apprentice technician role is? Toby Molyneux says they're hoping to open very soon; it will be trailed with LTM then recommended for other Clubshows to the next committee if successful.
- b. Says that we should send scripts for original writing we fund to the University Library and the British Library.
- c. Asks if the committee are happy to offer last-resort funding to Cigarettes and Chocolate, and we are happy to do this for other shows who have proved to Jamie Rycroft that they have exhausted all other sources of funding. We agree to this.

Emma B-P

- a. Asks everyone to send her their role descriptions for the committee election pack. She has designed a super cool document.
- b. Asks if we want to do anything special in terms of decorations for Club Dinner; she says she will have a think.

We generally discuss timings for Sunday 5th, which involves the following exchange.

Ellie Mitchell: We want time to get ready and look nice!

Sheanna Patel: Me and Oscar have to do the count as well.

Jack Rowan: You always look nice.

Ellie Mitchell: Thanks, Jack!

Jack Rowan: Oh, not you, I meant Sheanna.

Savage.

Action Point: Ellie Mitchell and Jack Rowan to talk to management about the bar.

Sheanna Patel

- a. Asks if we'd like any other format or layout for the website. We agree that we're generally happy with it but that next year's committee may want to change it up more.

Meeting ends: 19.09