



Cambridge University Amateur Dramatic Club

Meeting Minutes, Sunday 19th February 2017, 7.00pm, Larkum Studio

Meeting Commences: 19.06

1. Apologies for Absence

Received from: Saskia Baylis

Present: Sheanna Patel, Ellie Mitchell, Toby Molyneux, Emma B-P, Lewis Scott, Alex Barnett, Alice Brightman, Oscar Yang, Jack Rowan, Catja Hamilton and Rebecca Vaa.

2. Minutes and Matters Arising

Minutes all fine.

Jack Rowan asks if we can officially wish Jamie Rycroft a speedy recovery. We officially wish Jamie Rycroft a speedy recovery.

3. Action Points

- a. Everyone to look at which specific reviews were late so she Sheanna Patel has examples to use.

Action Point: Lewis Scott to do this.

- b. Sheanna Patel to talk to Alan Egan about mailing lists.

She will do this tonight.

- c. Everyone who send Emma B-P their role descriptions!

Those who haven't to do this by 10am tomorrow!

- d. Oscar Yang to help with finding someone to step in to produce *Fen*.

Lewis Scott and Alex Barnett have stepped in!

Jack Rowan, somewhat if unintentionally passive-aggressively, asks: 'There's some posters in the club office. Would it be worth...putting those up?'

He actually means would it be worth us all taking some.

We digress here to discuss the old laminator, Lammy. We miss them. We get quite nostalgic about it really. Jack Rowan does an impression of Lammy...and it's REALLY good?

- e. Will Bishop to speak to the Director of LTM to see if the missing cast members have to be men and to suggest some people.

Will Bishop not present.

- f. Ellie Mitchell to find a good date for female and non-binary technicians' drinks. This is to happen on Thursday!
- g. Ellie Mitchell and Jack Rowan to talk to management about the bar. Sheanna Patel spoke to Mitchell Clarke. Speakeasy are normally out by 9.30pm; Ellie asks if he can just reiterate that to them because she worries and frets more than an old woman.

4. Show Reports

- a. *Fen* (ADC Theatre, Show Contact: Ellie Mitchell)
 - S** – Still really low. They have a Facebook page, and are posting rehearsal sketches, and their photoshoot. Alice Brightman says they're doing some very specific events but that they aren't generally reaching everyone. Flying is going to happen. Audio trailer coming out this week.
 - P** – Meeting happened on Saturday, everyone seems happy and it's going well, set is on track.
 - A** – First draft of script was finished today and the Director is very happy.
 - T** – Lots of really cool stuff is going on with set and tech!
- b. *The Shape of Things* (Corpus Playroom, Show Contact: Alice Brightman)
 - S** – 21% and publicity is arriving this week.
 - P** – Now have a Stage Manager and design plans are all set in stone (like statues ohhh).
 - A** – Rehearsals are looking really good everyone should come see it.
 - T** – No luck with finding a sound person, and still finding someone to build, but shouldn't be an issue.
- c. *How to Succeed in Business Without Really Trying* (ADC Theatre, Show Contact: Alex Barnett)
 - S** – 13%
 - P** – Headshots are happening after this meeting! Rehearsal photos being posted
 - A** – Cast are having fun, all going well.
 - T** – ALD now appointed. LD is happy to do projection. The build has begun and flying practice is happening in Week 6.
 - Action Point:** Saskia Baylis/Catja Hamilton to push the apprenticeship position on their list.

5. AGM and Club Dinner

AGM will begin at 1pm; Sheanna Patel asks that everyone be from midday as we need to set up the bar, etc. Hustings will take place straight away, and we will open voting by 2pm. To go on the Agenda: Accounts. Minutes of the last AGM. Sheanna Patel's overview of the year. Constitutional review.

Everyone to wear stash! Sheanna Patel, Harry Stockwell and Oscar Yang will remain to do the vote count, while Ellie Mitchell will go to Michaelhouse to organise stuff for dinner.

Everyone to bring black tie to the theatre in case.

Action Point: Ellie Mitchell to do seating plan and namecards.

Action Point: Emma B-P to devise something for centrepieces.

We discuss what we would like to do regarding the bar for the afterparty, and decide to put an amount behind the bar, with certain stipulations on what can be bought with it.

The Sunday after Club Dinner we will have a handover meeting and then go for our committee meal!

Action Point: Ellie Mitchell to book a table at Cote for this.

6. Funding Meeting

Is scheduled for Tuesday evening.

7. Info List

Fringe applications

Fen

The Shape of Things

Female and Non-Binary Technicians' Drinks!

9. A.O.B

Ellie Mitchell

a. Asks if we can meet at 5pm next week as she has the Pembroke Players Black Tie Smoker that night too.

Action Point: Ellie Mitchell to check this works for enough people to be quorate.

Oscar Yang

a. Asks everyone to push their roles for nominations! Lewis Scott asks to publicise his role on the producers list.

Rebecca Vaa

a. Asks who is responsible for making sure show has stewards? The Producer is. Asks if we tell producers this/make it clear.

Jack Rowan

a. Is doing the accounts and says that people need to send any last minute receipts before end of financial year. We've made a much lower loss on Edinburgh than previous years – only £100! He has sent Samuel French an invoice for The Flick for reimbursement. He's going to ring them as they haven't replied.

Meeting ends: 20.02