



Cambridge University Amateur Dramatic Club

Meeting Minutes, 2nd October 2017, 19:00, Dressing Room 2

Meeting starts 19:10

1. Apologies for Absence

Received from: Charlie Eardley, Sammie Ruston, Ellie Cole

Present: Oscar Yang, Andrew Tan, Katherine Ridley, Sophie Taylor, Adam Mirsky, Eva O'Flynn, Avi Velevski, Carine Valarché, Theo Heymann, Charlotte Stephenson, Milly Parker

2. Minutes and Matters Arising

None.

3. Action Points

- a. Theo Heymann and Avi Velevski to plan the creation of infographics
This has not yet taken place. Theo Heymann suggests abandoning the idea as it is too late to get it in place for freshers.
- b. Charlie Jonas to remove graduated students from the mailing lists
Done.
- c. Andrew Tan to investigate the use of reserves
This will be discussed as an agenda item next week.
- d. Katherine Ridley to organise a trial of the CUADC library
This hasn't happened yet but will soon.

4. Show Reports

1. Frost/Nixon (Week 1 ADC Main – Sophie Taylor)

S – 13%.

P – The full prod team is in place. Publicity campaign is being reviewed.

A – All blocked.

T – Technical team sorted, but some things are happening quite last-minute which is causing stress.

2. Fences (Week 4 Playroom Main – Avi Velevski)

S – No sales yet.

P – Applications have opened.

A – Auditions are scheduled.

T – Applications have opened.

Avi Velevski reports that they need a child actor so they pointed the director in Jamie's direction.

3. Panto

S – It's the best-selling panto so far! Second release is 26th October.

P – They have a full prod team and are on track.

A – Auditions are scheduled on Wednesday, Thursday and Friday and more are being added on Saturday and Sunday.

T – Set design is underway, they are having a tech meeting tomorrow.

19:29 We pause to help Charlie Jonas unload the 'Introduction to Cambridge Theatre' booklets. It's all very exciting and we gush over the booklets.

19:33 The meeting resumes.

5. **Camp**

Milly Parker reports that female techies who attended Camp this year were much happier than last year. Theo Heymann says there was a 50/50 gender split and everyone had a great time. There won't be a Camp this year due to the theatre's redevelopment but we agree that in future years CUADC should continue to push for a better gender split.

6. **Gender Outreach**

Over the summer Milly Parker and Avi Veleviski posted an anonymous Google Form in the Facebook group for female and non-binary techies and received over 10,000 words in response, from over half the members of the group. Milly Parker explains some of the recurring responses: there were multiple requests for an all-female tech team show which Milly Parker and Avi Veleviski will talk to Vicky about. Another consideration is provision for periods during get-ins, so having some sanitary items people can use. Milly Parker suggests having a female or non-binary techie present at all workshops. Avi Veleviski says that lots of responses weren't gender-related so we should think about having a general feedback form.

Action point: Milly Parker and Avi Veleviski to talk to Vicky about the responses to the form.

Action point: Charlie Jonas to look into an online feedback form.

Action point: Everyone to read the anonymous feedback

7. **Poster Design Workshop**

Charlie Eardley and Sammie Ruston were contacted by a Cambridge alumnus, Craig Slade, about the possibility of him delivering a poster design workshop on November 25th. Charlie Eardley is happy to organise it but doesn't know if we can use the Larkum for this. Katherine Ridley and Oscar Yang say that the Larkum can definitely be used for this kind of thing. Committee agrees that this sounds great as long as it is free.

8. Show Selection

Oscar Yang asks anyone interested in doing show selection to let him know by next meeting. If more than one person wants to do it then we'll vote on it during our next meeting. Show selection will take place on the 28th and 29th of October, with Mainshow interviews on the 4th and 5th of November.

Oscar Yang tells us that Vicky would like to change the way application drinks works. She's suggested that the event start with a short talk on how to pitch a show and would like to know if anyone on committee has any advice. Carine Valarché says it should be clarified whether the pitch should be very different from the application, as the application is very detailed so it's difficult to know what additional information to include in the pitch. Eva O'Flynn says it's important to appear enthusiastic about the show you're applying for. Those who are applying should work out why they love the show and attempt to convey that during the interview. Charlotte Stephenson says it should be emphasised that producers can apply. Andrew Tan asks for clarification on whether there are any language restrictions when applying with shows.

Action point: Everyone to email Oscar Yang with more suggestions.

Eva O'Flynn tells us that one of the suggestions that emerged from the show selection open meeting was having a library of scripts in the theatre that people can use. Vicky really wants to do this and has asked how much CUADC would like to contribute. Eva O'Flynn makes the point that lots of scripts are available online so we shouldn't buy ones that are easily accessible anyway. Katherine Ridley says we have to make sure to emphasise that the list of books the ADC acquires is not prescriptive and people can apply with plays that aren't on the list.

9. Freshers' Campaign

Oscar Yang summarises the main messages we should try to convey: the theatre scene is nice, vibrant, and diverse; get involved in the freshers' plays; sign up to mailing lists and groups; and don't overwhelm freshers – emphasise the big Cambridge Theatre group rather than the sub-groups.

20:25 Eva O'Flynn leaves.

Katherine Ridley runs through the plans for the events:

a. CUSU Freshers' Fair

Please arrive on time, where your CUADC jumper, and remember to pass on lanyards.

- b. Freshers' Friday
Everyone should meet at the theatre at 3pm to help set up, wearing their jumpers.
- c. Workshops and Interviews
Katherine Ridley reminds people to make interviews as fair as possible to people who may not have done any theatre before. She also asks people to make it as clear as possible where the interviews are taking place as not knowing where to go could be a source of stress to freshers who don't know their way around yet. She also explains that no-one should send out decisions before our committee meeting on October 15th as during this meeting we will make sure there are no clashes between offers for different roles.
- d. Drinks Events
Milly Parker and Avi Veleviski say that they have volunteers walking from every college to the Female and Non-Binary Techies Drinks event so that no-one has to walk alone. They say that there has been a lot of interest and they expect a lot of people to attend.
- e. 'Meet the Committee' Event
Katherine Ridley and Oscar Yang explain that the purpose of this event is to allow the production teams for the freshers' shows to get to know the whole committee, and also to get to know the other fresher teams. Katherine Ridley asks people to try their best to be free for this as it would be fantastic to have the whole committee there.

10. Info List

Oscar Yang would like to send out the list after Freshers' Friday.
Freshers' plays info
Frost/Nixon

11. A.O.B

Katherine Ridley

The club office is a tip. She asks anyone who has left things in there to clear it up soon.

Charlotte Stephenson

Asks if we can make Sam Knights and Joe Beighton special members. She sent committee an email about this earlier in the summer and no-one objected.

Carine Valarché

Asks when she can book panto. Charlotte Stephenson says the second release is the 26th of October. Charlotte Stephenson says they haven't yet figured out how early booking for CUADC members will work.

Asks for Alumni to be on the next agenda.

Oscar Yang

Reiterates that the club office is a tip. Asks everyone to clear it up.

Says he has some ideas for revamping the website. Says that he has asked Charlie Jonas several times about this. Charlie Jonas sassily asks him to put it in writing.

Meeting ends 21:00