



17:03 The meeting begins.

**1. Apologies for Absence**

Received from: Maya Yousif, Jess Murdoch, Caroline Yu.

Present: Alex Ridley, Holly Mackinlay, Gabriel Humphrey's, Lily Burge, Zak Karimjee, Conor Dumbrell, Amelia Hill, Ruth Harvey, Anna Zhou, Iain Blackwell, and Abby Zucker.

**2. Minutes and Matters Arising**

None.

**3. Action Points**

- a. GH to format completed guides.  
Yes – will be sent around to relevant people to distribute: CD/JM to publicise actors; HM to publicise who to talk to; GT/GH to publicise CN guide; All to be passed onto AnZ for the website.
- b. IB and MY to have chat about welfare.  
**Deferred.**

**4. Show Reports**

**a. The History Boys, MY**

MY absent and no show report provided.

AR briefs that things are going well and the show is on track to sell out.

**b. Dirk Gently's Holistic Detective Agency, RH**

**S** – 16% sold so far and 27% sold for the last night.

**P** – Basically have a full prod team, they just need a projectionist/ animator. Publicity should be ready next week.

**A** – Rehearsal schedule will be going up in the next few days – basically will start when History Boys is up.

**T** – Have had meetings about set and everything seems good; are still talking to Gala about the revolve as they are concerned.

**c. Atomic Jaya, ZK**

**S** – Nothing to report right now.

**P** – Full production team assembled, with first prod meeting to discuss preliminary ideas and an action plan completed. Will follow up again on progress made over the break in the next prod meeting when term reopens.

**A** – Nothing to report.

**T** – Set, sound and lighting designers are currently working on detailed design plans based on the first production meeting as well as directors' notes, and will update at the next prod meeting.

**d. End of the Line, IB**

**S** – 10% of tickets sold - have been doing great publicity through the HPS department; posters have been put up and they are reaching out for previous.



P – Full crew and cast appointed, everything good.

A – Rehearsals are ongoing.

T – LD arranged to have Larkum training

**e. Legally Blonde, CD**

S – Sales are doing well despite no publicity yet – already on 16% across the run.

P – Currently improving/altering poster. Now have a complete prod team and will begin recruiting for ASMs soon.

A – Finally have a complete cast – despite multiple sads.

T – Nothing major to report; meeting next week to check on progress. Have requested a budget increase.

17:08 AbZ arrives

**5. Presentation of Accounts**

IB says that Panto was a great success (yay). Still waiting for final settlement as a few corrections are being made, but at the moment we are expecting final profit just under £4k. Fines are much better than last year!

We're looking at current profit this year of £600 (including outstanding costs from the previous committee) and none of the projected income for club shows. As a committee we're on a profit of about £2.5k which is very good!!!

IB will circulate a small breakdown of everything when he's finished one.

**6. Club Dinner**

AR suggests that this year the committee contribute towards their club dinner tickets. She proposes we all purchase half price tickets, instead of getting the dinner for free as usual.

*The committee votes unanimously to pay for half-price tickets rather than getting their tickets for free.*

AR notes that if this is a problem for anyone they should chat to herself or IB, as we would like everyone to be able to come.

HM presents the breakdown of costs for club dinner at Queens'. Each ticket will cost £51.24 per person (at raw cost), including wine, drinks reception, and corkage.

*The committee vote unanimously to subsidise the ticket prices for members to £40 for drinking tickets, and £35 for non-drinking tickets.*

Action Point: HM to release club dinner invitations and sign-ups.

**7. Costume Store**

AR mentioned that she was talking to someone from the Gilbert and Sullivan Society and they had talked about buying a garage space and having their costume store in an area like that. She proposes this as an idea for CUADC's costume store, which would solve the problem of accessibility with the Fitzpat.

Ideally it would need to be a walkable distance.

HM raises the point that it would be very unlikely to find a suitable space within walkable distance of the theatre, and secondly that all land/rent in Cambridge is wildly expensive



for no good reason. She also says that a garage is just a bad environment to store costumes in (damp, temperature, bugs, etc.). AR says that the issue is the most urgent one facing us and we have to do something about it, so there's no harm looking.

IB notes that it would probably have to be cofunded. LB suggests we try to rent a space from other colleges. AbZ says that that would be good, and also agrees with IB about cofounding – it makes no sense that all of CT uses the costume store, but does not have any responsibility for it. She suggests there should be a representative from every society that has responsibility for the costume store (though not necessarily under a 'designer' role). She says she doesn't think it would mess up the organisation if you had group responsibility vs. individual responsibility.

IB asks if there is currently a CUADC priority over use of the costumes. AbZ says that it's never actually been an issue (probably because there is no catalogue of costumes). AR says it will probably be like the prop store rules, but again that's never really an issue.

AR points out the problem of finding a college with a big accessible space to give us, and then how much rent that would cost. That is the reason that we ended up with the Fitzpat in the first place. AbZ says cost can be combatted by bringing in other societies. LB also notes that colleges are used to dealing with students and college/university societies.

AR suggests we draft an email and just send it out to all the colleges and see what responses we get.

Action Point: AbZ to draft an email and send it out to all the colleges.

## **8. Report from Exec**

AR confirms that the new Operations Manager has been appointed, and will be starting tomorrow. He is an external applicant and everyone is very excited to have him on board!

## **9. Panto matinees**

RH asks again, regarding scaling down the number of matinees in Panto, whether we survey the actors and get their feedback, then use that as a base to discuss the issue with management.

AR asks whether it is worth doing it this year when a lot is already being changed by moving the show back a week. RH says that it is our last chance to do something about this as a committee. LB says that regardless of it being in or out of term, four shows in two days absolutely destroys the entire team, especially given that it happens on the week of the get-in, tech, and dress.

AR says that if we take it to management now they probably point out that it's changing next year and we shouldn't change the number of matinees until we know the outcome of that. IB says there is no harm in having the feedback anyway, especially if next year it doesn't improve and we have two rounds of data to prove the problem. AR agrees, but says that while collecting feedback we should not imply that we have any power to change this.

Action Point: RH to create a feedback form and AH to send it out in the Panto Facebook Groups.



## 10. Feedback Form

The committee discuss the latest responses to the feedback form.

The first point is about guidance on making programmes. GH says there is currently nothing in the publicity guide which there really should be.

*Action Point: GH to write something and then send it to Ellie to look over.*

The committee also discusses the issue of BME inclusivity which has come up again. The general feeling is that a lot is being done in Cambridge theatre, but the university as an institution is a huge barrier that we have no control over.

AR suggests that we ask the BME community if there is anything we can specifically do other than what is already in place (e.g. BME categories in show selection, BME only audition slots, etc.).

AR also suggests that we make the statistics we are currently collecting about BME/FNB involvement in theatre public. CD is going to conduct a survey on LTM auditionees, and that will form part of the data we publish.

The committee moves on to a query about show selection, and how it isn't transparent who does it and why. It is pointed out that this information is public – it is online on the ADC Applications webpage, so everyone who applies for a show should see it on that page. AR says she can name the committee members on the show selection panel when she sends out the info list about applications.

## 11. Puppies

IB have said that History Boys and Dirk Gently are happy for us to have fundraising for puppies set up with their shows. He just wants to confirm that the committee are happy to make up the shortfall should there be one.

AR asks if we can have more information about sign-up slots – i.e. how many dogs there will be and how many people can be there for each slot.

*Action Point: IB to confirm the numbers of people who can participate in puppies.*

## 12. Edinburgh Welfare

CD points out that at Fringe there is probably the worst welfare situation on the planet, and suggests we discuss options for things we can do to help that.

HM suggests it can be in the Fringe Guide. AR says that the guide is no longer happening, but we could have a discussion about it during the Fringe drinks we promised to host this term.

Action Point: Everyone to have a think about practical things to do, and we will revisit this point next week.

## 13. Lists – CD

CY, FC, CD, JM all think we should stop sending lists as they just copy what is on Camdram. They feel quite redundant.

AR disagrees, and says that the lists are a personal, fun way of contacting members. AbZ points out that for some lists, e.g. Directors/Producers, it's a separate applications process through the ADC most of the time, so the list doesn't really help other than advertise that. CD says that for actors, there are only really two points in any term when



auditions come around and are worth detailing in a list. LB and RH say that technical vacancies are much more consistent and those lists are worth maintaining.

AR says that for people who don't use Facebook, the lists are the best way for them to see what's going on. HM and IB add that the lists are more than functional, and are the main point of communication between the committee and the members. HM says that many people already think committee is mysterious and a bit dissociated, without us cutting off our main lines of connection with the members.

AbZ says that the lists are also places to advertise relevant but not specifically theatre related opportunities. GH agrees, saying it is still a resource that people will use for other things – HM points out that the ASDAN China opportunity has no CamDram presence because it's not a show, but is still something we want our members to know about and have the chance to participate in. LB also says it encourages people to branch out into other areas of theatre if they just scan and something catches their eye.

IB says that he is an old man and he can't understand how CamDram works. HM says she will send him the minutes via Royal Mail in future.

CD says it sounds like it's worth changing the purpose and structure of the lists at least. LB suggests we have different formats for different lists which suit what they are for.

Action Point: Everyone who has a list to think about how they would like to reframe it, and we will revisit this next week.

#### **14. Info List**

LB asks for the props store opening times to be published.

#### **15. AOB**

HM says that for LTM she is implementing an anonymous feedback form for actors to comment on rehearsals. She is mentioning it because if it goes well/proves useful it could be something we recommend club shows do in the future.

AR asks for RAG event show reports please. HM and GH agree.

AR reminds everyone that because the AGM/Club Dinner have been moved forward this year, we will need to elect a president next week. She asks anyone thinking of running to send her a manifesto by Friday which will be circulated on Saturday. There will then be a very informal 'hustings' on Sunday and an election at the meeting.

18:14 The meeting ends.

