



Cambridge University  
Amateur Dramatic Club

# Cambridge University Amateur Dramatic Club

## Minutes, 10th March 2019, 17:00, DR1

17:08 The meeting begins.

### 1. Apologies for Absence

Received from: Isabella Woods, Sam Frakes, Mariam Abdel Razek, Fernando Georgiou

Present: Lucia Revel Chion, Susanna 'Susi' Mauer, Nick Harris, Emily Senior, Daisy Everingham, Ollie Jones, Tom Nunan, Meg Coslett, Alistair Henfrey, Isobel Griffiths

### 2. Minutes and Matters Arising

None.

### 3. Action Points

- a. LRC to make a slack workspace. *Done.*
- b. Take over respective email accounts before next week's meeting. *Deferred.*
- c. Releasing a feedback form for the new director's guide. *Deferred.*
- d. LRC to draft a post that specifies the details for funding applications and send to the committee for approval. Applications to close on the 11th of march. *Done.*
- e. SM and LRC to look into the costs of renovation. *Deferred.*

### 4. Show Reports

*Action point: get Mariam back.*

#### a. Atomic Jaya, MAR

S –  
P –  
A –  
T –

#### b. Legally Blonde, IG

S – first week sold out; 74% overall  
P – cover photos and profile photos have been uploaded; radio interviews in the coming week should boost sales further; costume crisis has mostly been addressed, although the costume designer was not present at the get in.  
A – all good except some scheduling problems with actors being unavailable for important rehearsals.

T – there was a tech meeting on thursday; set is going well; the lighting overnight was delayed but overall the get in is going smoothly.

## 5. Event Reports

### a. Club Dinner

Venue – *Deferred.*

Pricing – *Deferred.*

## 6. Funding

LRC informs the committee of the newly scheduled shows that the club could fund next term. Provisionally, it is decided that CUADC will fund Escaped Alone by Caryl Churchill.

## 6. Freshers' Shows

- **Dates**
- **Audition/interview process**

AH is interested in pushing the date of the freshers' shows to a later week in order to give the freshers and the committee more time to prepare. This would also allow the fresher directors to hold their own auditions, involving them at an earlier stage and making the experience less intimidating for fresher actors.

OJ states this would also allow the actors' reps to chat to waiting auditionees outside the audition room to clarify the process and ease nerves.

LRC reminds the committee that this would depend on whether panto is moved to weeks 8/9 next year and suggests reopening this debate with members of management.

## 5. Panto

LRC states that the main obstacle to the moving of panto's slot is the price and availability of out of term accommodation. She suggests the introduction of a formalised couch sharing scheme.

SM adds that creating a resource with advice for getting funding from college would also be a good idea.

OJ suggests having a "company manager" whose role would also entail ensuring everyone was able to stay in Cambridge at a reasonable price. Additionally, it may be worth looking into the possibility of having a funding scheme that would allow everyone to pay the same maximum amount for accommodation, with CUADC or footlights subsidising the rest.

NH “is this not...going to get...really expensive?”

*Action point: NH to research the potential cost of subsidising accommodation.*

AH emphasises the importance of getting people involved as soon as possible so that they can figure out their accommodation requirements well before the start of the show.

LRC raises the question of whether the committee wishes to renegotiate the CUADC/Footlights budget split but soon concludes that there are more fundamental issues to focus on than this.

IG notes that LTM already occupies the week 8/9 slot so there must be a way around the accommodation issue.

*Action point: LRC to ask for the “moving panto” feedback material from AR and HM*

## **8. Back to Freshers’ Shows**

LRC states that the Easter vacation is a good time to start thinking about choosing potential freshers’ plays

AH emphasises the importance of ensuring the choice of plays is actively diverse; we should focus on finding texts that have BME characters or queer narratives written into their narratives rather than just opening race and gender-blind auditions.

## **9. A Tangent**

OJ wonders why the adc theatre has never housed BME Shakespeare performances and suggests that the club pushes for this in the future.

The committee generally agrees that this is something to bear in mind for next year’s show selection process.

## **10. Back to Freshers’ Shows (Again)**

MC proposes the creation of a google document that people can suggest potential plays on. This proposal is met with general nodding and agreement.

LRC thinks the late show should be comedy, as this would both sell better and give the freshers a wider range of show-styles to audition for.

SM suggests that the adc library itself could be a valuable resource for the committee’s research.

## **11. Library**

LRC proposes that there be an open bookcase outside of the club office so that people can see which books are available in the library.

AH also thinks an online library of texts would be a valuable resource.

TN supports the idea of creating a large database of online drama resources that can be accessed on the CUADC website, including a variety of audition monologues.

## **12. Fringe**

LRC informs the committee that there have not been any applications yet. As the club will be interviewing anyone who applies, it should be decided who will sit on the interview panel.

LRC, AH and NH will form the interview panel.

LRC says we should also pin down a for another fringe discussion event - this would involve talking taking a show up rather than the application process, as well as flyering techniques and welfare issues to be aware of.

OJ reminds the committee that they should be considerate of when people will be busy with exams.

*Action point: LRC to make a fringe facebook group.*

OJ wants everyone to know that he finishes exams on the 6th (sidenote: everyone should remember to spray him).

LRC cannot believe the audacity of OJ to mention how soon his exams finish.

OJ says he will still have work though.

LRC says he can pipe down.

OJ insists he will still have work.

LRC says he can PIPE DOWN.

IG asks NH if we can take the price of celebratory champagne out of the committee budget. The response is a hard no.

LRC provisionally sets the date for a follow-up fringe discussion on Monday 29th of May

OJ reminds the room he will have exams then.

LRC stares at him in disdain.

### **13. Reimbursements**

NH notes that people put in a lot of money upfront and then wait a lot of time to get it back; how can we change this? Reform the way reimbursements work -- on a rolling basis?

NH proposes meeting with some producers and gathering documentation that would act as a guide for producers and future treasurers so that the reimbursement scheme is properly implemented; producers rep should definitely be involved as well as the SM and Design reps

NH informs the committee that due to the difficulty of moving to internet banking, the reimbursement timeline is currently at the liberty of the treasurer which means they usually wait until the end of the show to have an overview of expenditures

OJ suggests giving half the budget upfront so that SM and designers do not need to dip into their own bank accounts

IG highlights that the producer also holds a lot of responsibility for budgeting which can be extremely stressful. Additionally, show settlements are taking too long to come through and people often do not get refunded until they arrive.

NH suggests producing a document that demystifies the reimbursement process as there is a general lack of awareness.

OJ highlights that the way individual shows do things varies between funding bodies, and so CUADC should do their part by enforcing a consistent reimbursement timeline, hoping that this approach is eventually centralised.

*Action point: NH to have a meeting about this with Amelia Hill and present feedback to committee; SM, Designers' and Producers' reps to all be present.*

### **14. Stash**

LRC informs the committee that 'something fun and customisable' won the previous poll.

*Action point: LRC to make a new stash poll to clarify the previous one.*

### **15. AOB**

None.

18:50 the meeting ends.