



Cambridge University  
Amateur Dramatic Club

# Cambridge University Amateur Dramatic Club

## Minutes, 15th March 2019, 17:00, DR2

17:09 The meeting begins.

### 1. Apologies for Absence

Received from: Mariam Abdel Razek, Ollie Jones (Daisy Everingham)

Present: Lucia Revel-Chion, Nick Harris, Susi Mauer, Isobel Griffiths, Emily Senior, Alistair Henfrey, Meg Coslett, Sam Frakes, Isabella Woods, Tom Nunan, Fernando Georgiou

### 2. Minutes and Matters Arising

None.

### 3. Action Points

- a. take over respective email accounts. Done.
- b. releasing a feedback form for the new director's guide. *Deferred.*
- c. get Mariam back. *Deferred.*
- d. NH to research the potential cost of subsidising accommodation during panto.  
Done.  
NH states it would be very expensive as the average weekly rent for college accommodation is over 100 pounds. Committee should instead focus on finding a way to formalise a couch sharing scheme. Further discussion of this should be deferred until there has been more communication with management and the footlights committee.
- e. LRC to ask for the "moving panto" feedback material from AR and HM. Done.
- f. LRC to make a fringe facebook group. Done.
- g. NH to have a meeting about the reimbursement system with Amelia Hill and present feedback to committee; SM, Designers' and Producers' reps to all be present. Done - but SM rep was not present.

NH informs the committee that the meeting's proposed solution is to determine concrete deadline by which the treasurer must complete show reimbursements. It is possible that the reimbursing of a previously agreed budget can be completed soon after the show closes, with any overspending being considered thereafter. If there are any extenuating circumstances where a member of the production team is unable to pre-fund show resources, the treasurer may consider granting advance payments.

*Action point: NH to make a document that describes exactly how the reimbursement process works. NH and LRC to have a meeting to discuss a new system, present a plan to committee and then hold a vote to determine whether it should be pursued.*

LRC wonders whether the committee could enstate a “piggybank” system, whereby the producer of a show is given access to the entire budget and can distribute it to members of the production team on a rolling basis; this system would of course require regular communication to ensure committee keeps control of their spending.

AH suggests potentially trial-running this new system next term.

h. LRC to make a new stash poll to clarify the previous one. Done.

#### **4. Show Reports**

##### **a. Legally Blonde, IG**

**S** – The first week is sold out and the second week is not far behind; 84% sold overall.

**P** – There have been several radio interviews to publicise the show in the past week. Costume issues have persisted due to the low availability of the costume designer, Martha Cook has had to step in to source various costume pieces; the costume department has gone very over budget; tensions are also running high on a personal level. 70 pounds was spent on make-up which seems unnecessarily high; committee should consider restricting make-up budget in the future and possibly reusing previously purchased make-up for future CUADC shows (LRC ‘you best believe I’m keeping all that make-up’)

**A** – The show has opened and is receiving great audience feedback.

**T** – Get in ran smoothly; there was an issue with the mic packs last night and CUADC may potentially be fined for a broken pack.

#### **5. Event Reports**

##### **a. Club Dinner**

**Venue** –

**Pricing** –

#### **6. Fringe**

LRC informs the committee that CUADC received seven applications for fringe funding. Although all applications were strong, the interview panel has narrowed the selection down to three shows. Each member of the panel presents one of the shortlisted applications and committee votes on which show they are interested in funding.

The vote determines that CUADC funding will be afforded to 'The Ladies' by Alice Tyrell.

AH raises the possibility of co-funding another show as 'The Ladies' have only planned a two-week run. This will be reconsidered in the future.

## **7. Publicist**

Lucy Tiller has expressed interest in filling the position of club publicist.

*Action point: SM to organise a vote to determine whether she should be co-opted.*

18:27 meeting ends.