



Cambridge University Amateur Dramatic Club

Minutes, 07.03.20, 16.30, Larkum Studio

16.35 The meeting begins.

1. Apologies for Absence

Received from: Ross Guinea-McIntyre, Phoebe Rowell John (who will be arriving late)

Present: Nick Harris, Ella Pound, Isobel Wood, Craig Stewart, Ella Fitt, Sam Frakes, Benedict Mulcare, Sameer Aggarwal, Bella Biddle, Matt Paul, Emily Beck, Mahon Hughes, Alistair Henfrey (for first twenty minutes).

Absent with late apology: Beth Kelly, William Audis

2. Minutes and Matters Arising

None.

3. Action Points

- a. NH to contact CUSU to arrange welfare training. *Deferred.*
- b. Everyone to read relevant bits of constitutions. *Done.*
- c. NH to get up-to-date list about shows which still need funding. *Deferred.*
- d. *Jazz Section* show contact needs to be decided. *Deferred.*

4. Show Reports

a. Guys and Dolls

S – 70% sold, 3 shows sold out, ten extra tickets added for each show. Second week of run not selling as well.

P – Final production meeting this evening, the set building is done so just painting to do. Old SODs attending the get in and set to be done by Sunday evening. Lighting overnight happening.

A – Challenging process -- full run went well and welfare talks with cast have occurred. To help out, AH to be there for most of get in, MP and EB to drop into tech/dress, and committee to have welfare chats with relevant members of production team.

16.42 SA arrives

T – Actors sent a detailed call sheet, pre-plotting about 30% completed, everyone gearing up for first overnight.

5. Show contact guide

AH runs through details of the show contact guide and agrees to compile a more solid document.

16.50 AH leaves.

6. Handovers

BB to have handover in the next week. NH asks BM if he has any preliminary ideas. BM recounts experience from Marlowe committee on which he organised writers groups, and he would like to work as a welfare rep for writers. IW notes one of our funded shows is student written, and that BM should get in touch with them.

7. Event Reports

Deferred as RGM was absent.

8. Reimbursements from other societies (IW and BK)

BK and IW have spoken about what the committee can do to help producers who aren't being reimbursed by college societies. Says they can't force other societies to do anything but should let them know what should be done.

It is proposed that NH could share a list around saying this is how CUADC do reimbursements to make them less of an access issue and that societies might want to consider doing this.

MP raises the issue of college societies' money being held by the college (as is the case at Downing), so it becomes a problem with colleges rather than societies themselves.

SA suggests CUADC could reimburse and then settle. IW notes we'd run out of money doing it initially, and suggests it might be worth gathering treasurers of college based societies to get in touch and see what issues are.

NH raises the possibility of doing panel discussions on topical issues such as reimbursements. IW is not sure how many people would be on board because it would be Easter term. Maybe something to organise for Michaelmas.

9. 'Getting Involved' discussion for Freshers

NH brings up workshops and asks how they should be run. SF notes that not many people turned up, but organisationally they seemed to work. NH asks if it is worth pushing workshops more in order to pull people into Michaelmas shows.

SA notes this year they did better at getting freshers involved in other shows that weren't freshers' shows. Emphasises that Freshers' Friday was really good, so there could be something informal too.

MP and EB suggest the idea of separating different 'departments' of theatre - acting/producing/tech -- and having an information evening, though there are worries about booking out the theatre, and SF reminds committee of problem of getting people to turn up.

SA raises the point that colleges have Freshers Fairs which could be used to publicise. MH suggests that putting something on the website would be useful to make it clear where information for Freshers can be found.

Action point: creating a document where ideas can be written, and creating a timeline for Michaelmas.

10. Moving Freshers' Lateshow to Corpus

There is discussion surrounding moving the Freshers' Lateshow to Corpus. EF notes how the criticism of the Lateshow centred around the play that was picked, and that plays that include aspects such as intimacy are very hard for first time directors.

MP suggests that two one act plays could be staged in the Lateshow slot. Scripts would be more trustworthy because they are designed to be short. Committee would have to choose what length we want and whether we use the same cast. EB addresses the issue of having two separate casts. Notes that it is not as fair so we would need to think carefully about casting.

NH notes that plays have to be picked before the end of Easter, so investigation can begin regarding rights and their cost.

Action point: EB to continue making a spreadsheet of potential plays.

Action point: NH to create a channel in the Slack for reading the plays.

11. Welfare training

NH informs the committee this will be at the start of next term.

12. Sustainability consultant

NH raises the question of a sustainability consultant to investigate whether there is any way we can lessen waste of shows. SF suggests sending out surveys in departments (tech, acting, etc) to gather info in order to decide whether we need to get someone in.

MP raises the point that we then need to think about what we do with the data. BB notes that sustainability information about the theatre isn't data you can't really collect from people. Might be why it's a case for a specific person.

17.20 PRJ arrives.

SA asks if the theatre has a sustainability policy. NH notes it hasn't really been discussed before.

NH considers that perhaps the idea of having a consultant is underdeveloped, and SA addresses the issue of there being a difference between how a show uses less waste and how we make the theatre use less energy.

The issue of what to call them is raised, as SA argues calling them a 'consultant' is odd. BM suggests "Captain planet".

Action point - come up with something to call the sustainability consultant.

NH notes that consultant could work on things in Michaelmas whereas we probably couldn't. Notes the role would include asking questions of people involved in theatre, speaking to management, producing a survey, producing a pledge.

NH to draft a Facebook post and then send it to the Slack. Aim is to see if we can appoint someone by the end of Easter. The issue of nobody applying is raised. BB suggests that we can approach other green reps and ask them to act as a consultant.

Action point: use CUSU to find a list of green officers on JCRs/ contact their ethical affairs campaign.

13. Cloffice renovation

Committee descends into chaos as cloffice renovation is discussed. IW enquires about Cloffice Renovation Team™'s budget. PRJ requests nice lighting and NH asks "what we think about beanbags".

Matter of the library is raised. NH suggests a glass fronted cabinet needs to be sourced. IW to look into one.

14. Headshots

SA informs committee of their headshot props.

Action point: SA to make a spreadsheet to list all props for the headshots.

NH asks where they're going to be taken. SA says he'll find a location and they'll be taken at the beginning of Easter term. He wants somewhere with a "leafy foliage background".

MH asks that everyone writes a bio for the website.

15. Intimacy workshops - PRJ

PRJ explains she has a contact that is keen to do intimacy workshops and asks whether we want to do them in Easter or Michaelmas term. NH notes there is a bit of a danger of failing to publicise it in Michaelmas due to the Freshers' Show so Easter might be safer.

MP suggests it would be valuable to train committee as every CUADC show could have then have one member in to run an intimacy workshop.

PRJ notes there has been no discussion of times or prices yet.

NH asks if is he willing to put together an information pack. PRJ agrees that this should have priority over workshops, but notes it is one thing to have something written down and another to have to translate that to a rehearsal room. She will ask him about it.

17.53 MH leaves.

Easter term is confirmed. It is agreed to prioritise first and second years and MP suggests a signup sheet to figure out numbers.

Action point: PRJ to email contact about implementing intimacy workshops.

17.57 MP leaves.

16. A.O.B

A show contact needs to be decided for *Jazz Section*, but this is hard to do when people don't know whether they're going to the Fringe or not. This will be decided later.

NH to send a list of plays on Slack that don't currently have funding so people can mull it over.

Action point: NH to make a Slack channel to discuss funding.

18.03 Meeting ends.