



Cambridge University Amateur Dramatic Club

Minutes, 31.10.21, 18.30, ADC Bar

Happy Halloween!

1. Apologies for Absence

Present: Ella Fitt, William Audis, Hannah Collins, Iona Rogan, Amber De Ruyt, Jonathan Powell, Maria Cleasby, Cat Salvini, Annabelle York, Aine McNamara, Derek Penny, Elliot Aitken

Absent with apologies: Claire Lee Shenfield, Jonathan Black, Emily Shen, Mahon Hughes

The presence of the Diversity and Inclusion Consultant, Mithiran Ravindran, was not requested at this meeting.

2. Minutes and Matters Arising

Action point: JB to put minutes online.

Action point: HC to send all minutes to minutes channel.

3. Action Points

- a) Mithi to approve BIPOC family wording and form. - Ongoing (waiting for Mithi approval)
- b) EF to contact management about previous programmed shows (for show selection). - Ongoing
- c) ADR will send EF and JB this list for budgeting meetings and members list. - Done
- d) MH and ES to start a team to revamp the website. - Ongoing
- e) JB to contact Richard to work with him to contact alumni. - Ongoing
- f) WA to email CUSU to ask about allowing Anglia Ruskin students to vote in the same way as Cambridge University students. - Done
- g) EF to invite Mithi to next foreseeable committee meeting, to discuss the protected terms document. - Ongoing

4. Show Reports

Action point: JP to ask for a SPATE report for Top Girls.

Action point: ADR to ask for a SPATE from Vinegar Tom.

Action point: CS waiting to receive a SPATE from Pass Over.

EF happy that all shows sold well and had a great reception.

5. Event Reports

EF reports that there is nothing new to report. Christmas Dinner is still the same status and planning on going ahead. And contracts for Club Dinner need to be signed asap.

WA suggests that Christmas Party should be ticketed, because of bar capacity.

Action point: WA to speak to Luke Dell about ticketing and bar capacity.

6. General Business and Updates

EF reports that WA and her met all of the freshers' shows for budget meetings.

WA reports that a When2meet has been created but not sent around for a budget meeting for PANTO. But will be sent asap for a meeting very soon.

JP reports that the writers' workshop went well and he would like to run more in the future.

EA reports that the auditioning workshop for panto was really successful and nearly all attendees auditioned. So he suggests that all big productions should have this kind of auditioning workshops beforehand, especially LTM.

DP reports that 3 stage managers showed up to their workshop, but they may have

EF reports that the female and non-binary techie social had quite a low turned out.

JP suggests that for Re-Freshers Friday we could split up types of shows into different stations, such as student writing.

MC suggests that even with the comedy, drama and musical theatre split of CUMTS, Footlights and CUADC, the directors and producers of Lent term shows can speak about their shows and encourage people to audition, to prevent all shows cast

CS suggests in the acceptance emails for selected shows that this event is advertised as an opportunity to encourage a wide range of people to audition and apply for tech roles.

7. Freshers' Plays Update

AY waiting on a SPAT report from freshers' show.

DP asks committee if we should reopen tech roles.

MC has been approaching individually.

EF suggests opening applications.

MC lets committee know that management want to do SM training this week, so may be more appropriate to promote DSM to SM and speak to people individually. The late show SM has dropped out so Steph could move from DSM for mainshow to SM for late show.

AMN said freshers' play is going well but worried that one role for Small Family Business has not yet been filled and cannot be filled by someone in Panto. Rejection emails have not been sent but rehearsals have started and majority of cast organised.

CS suggests asking if a female actor is comfortable playing a male character.

Action point: EF to email the production team for Small Family Business about unfilled role.

Action point: AMN to email Director as well about character of Benedict. They have to cast from the casting pool they have already made and they already have a male actor at their disposal.

Action point: MH to send a SPAT report on Harlequinade.

MC reports that there is no sound designer for Kitchen Sink. They had an idea that someone could cover the role, either a stage manager or director. But they don't want to overwhelm the production team, so could suggest opening up role again on Cambridge Theatre.

EF reports that Small Family Business has set design for a two-storey house. It looks great!

MC wants to reiterate that freshers' show reps should speak to their prod teams about sound designers and stage managers (sound designers needed for ADC Late and Corpus Main and DSMs for ADC Main and ADC Late and SM for ADC Late). Offering for stage managers and not sound designers, as sound designers can be covered by committee or prod teams.

8. Lent Term - Refreshers

EF suggests that committee should run a Lent refreshers for people who have not been as involved in Michaelmas. It could be a refreshers chat in the bar, like Freshers' Friday.

MC reports that workshops went very well. So we should do more of them.

DP suggests getting CUMTS and Footlights involved in a Re-Freshers Friday social in the bar.

9. Show contacts

WA suggests making show contacts more visible, as a form of welfare support. It can be added as a CamDram credit.

MC asks how this will be phrased.

CS suggests calling it the CUADC Show Contact.

10. Welfare Policy

WA to send the policy over Slack again for a final read through before it is signed in next week's meeting.

11. Welfare Sundays

EF reminds committee about Welfare Sundays and colouring in from a few years ago.

ADR likes this idea and thinks it is a good time for people with worries to speak to committee members as a kind of drop-in.

MC suggests that this would be better suited to a Saturday, as Sundays are so busy with get-ins.

12. Costume store concerns

Club member was not happy with the closing of the costume cupboard.

DP suggested making the wording clear as this may be a miscommunication issue, as the cupboard is still open. The policy just shares the workload.

CS formally resigns from designer's rep. The expectations on this role by the wider theatre community is not fair.

Action point: CS will email EF of what costumes still need to be returned, password for designer's rep email and will let the Queens person assigned to costume cupboard know of the changes.

CS reports that people are not committing to times to return costumes.

Every society that wants to use the cupboard nominates a rep who can be a contact for 3 shows and manage the costume cupboard. It should still be accessible for all shows.

CS reports that costume for freshers show needs to be handed over to someone and set design for freshers shows.

JP offers to support set designers for freshers' shows.

AY suggests that 3 tech reps left support the costume design on freshers shows.

MC agrees and suggests making a group chat where they can get in touch with support from all 3 tech reports.

EA offers additional support from himself and George.

AY offers to monitor the costume designer's email.

EF suggests creating a rota for the costume cupboard.

MC suggests waiting to see how many people want to have access.

EF reminds committee of constitution that CUADC only has a responsibility to provide access for CUADC funded shows and other shows are at the discretion of designer's rep. Therefore, for this term and without a designer's rep, CUADC will only provide access for freshers' shows and PANTO.

WA discusses the benefits of fines and bans for societies who do not return costumes on time or in right condition.

MC wants to start a bigger conversation about the amount of responsibilities placed on the designer's rep, for the number of shows who want access to costume store.

EA thinks that the policy should be rephrased to highlight that this is a worksharing opportunity and less of a focus on fines and bans. This was not received well.

EF agrees and apologises that this was not what was intended.

ADR offered to deal with costume stuff for this term.

Action point: committee to rephrase and revise the costume cupboard policy.

13. AOB

WA to sort out a rota for snacks for committee meetings. They are reimbursed by the club.

MC would love EA to be at the 'tech and directing workshop' but no worries if not possible. Main message to reiterate is that directors should be nice to techies. Tech roles should attend rehearsals to know blocking before show. The workshop is next Saturday (6th) 3pm to 5pm.

Action point: CS to make a Facebook event.

Action point: freshers' show reps to be encouraged to go to this workshop.

ADR calls EF *ICON*.

Meeting concluded at 20.00