



Cambridge University Amateur Dramatic Club

Minutes, 10.06.23, 3pm, Larkum

1. Apologies for Absence

Present: Eva Lemmy, Holly Varndell, Fred Upton, Amber Heal, Jessi Rogers, Stan Hunt, Steph Cho, Fiona Popplewell, Hugh Bowers

Absent with Apologies: Freya Cowan, Gemma Stapleton, Vivian Wang, Katie Stapleton, Chris Wordsworth, Manon Harvey, Wahida Seisay

Absent without Apologies:

2. Minutes and Matters Arising

3. Show Reports

Four Cut Sunflowers

Sales: Currently sold 2 tickets on the first night and 8 on the second, we have begun posterage now and are trying to get the word out on Facebook and Instagram. Would appreciate as much help from CUADC as possible, especially given half of our team are still in exams up until opening night!

Production: Script delivered to actors, no reviewers requested due to nature of show as rehearsed reading.

Acting: Now directors have finished exams, we are having our first read through this evening, as the start of a bootcamp rehearsal week to get to grips with characters and script!

Tech: will be minimal as is a rehearsed reading, but Ed De'Ath will be doing lighting!

Pasiphae

Sales: Currently sold 9 tickets for each show - going to do a big marketing push, if CUADC could share that would be great.

Production: Producer has been a bit AWOL which hasn't helped with clashing with other prod teams' exams. Going to try and get reviewers in if poss.

Acting: All scenes now done, just need to work with puppets. Lines coming along.

Tech: One puppet finished, second almost there. Sound all sorted.

4. **Show Contacts for M23**

Raisin in the Sun - Stan Hunt

Metamorphosis - Gemma Stapleton

Love Corporation - Katie Stapleton

Fresher's Shows - Jessi and Vivian

5. **Google Form Bios for Gemma**

6. **Garden party form for Freya**

 **stuff to do for the GP**

- **Eva** to do amazon order for plates/cups/hoops
- Aldi click and collect order for food/drink - **Freya** to book and then send a copy to **Eva** and **Holly**
- Committee agree on Pimms and Lemonade for drink options, ALDI do a cheap version of Pimms
- **Stan** to run provisional equipment list by Alex.
- **Hugh** to check power.
- **Hugh** to make cutout for 'pin the' game - no winners/prizes needed
- Wheelbarrow race sounds great but early in afternoon to avoid injuries.
- **Amber** to take over 'prop and spoon' race approx 8-10 items.
- **Evie** to bring post-it notes for show version of heads up
- Rota - **Gemma** to sort rota for set up/door/clear up/food stand (**Steph** can't be there, **Eva** leaving early)
- Post to go out on social stating last entry of 2pm. **Hugh** to man door and give out stickers?
- Budget (**Eva** has bought plates/cups/hoops) for food and drink - once **Freya** has total for shop **Chris** will transfer and then **Freya** can checkout.
- **Freya** to put out post for photographers.
- **Gemma** to post stating people will need membership cards for entry so please collect from ADC

7. **Tech workshops (Stan)**

Tech day, maybe a theatre takeover. To discuss in coordination with Fresher's events.

8. Freshers Events (Amber)

Event for STEM students who are interested in theatre.

9. Fringe

Evie wants to announce new plans for fringe.

Fringe costume deposit for non CUADC shows.

POA: PLEASE READ MINUTES

Meeting adjourned at: 15:54