



# Cambridge University Amateur Dramatic Club

Minutes, 03.03.24, 2:00pm, DR1

## 1. Attendance

**Present:** Em Sparkes, Emma Chandler, Emma Dinnage, Rob Woodland, Charlotte Conybeare, Connor Nainthy, Irisa Kwok, Jessi Rogers, Gemma Stapleton, Ruby Iverson, Amber Heal, Nadia Hussein, Harriet Regan, Kate Austin

**Absent with apologies:** Katie Stapleton, Angus Cha, Alice Roberts

## 2. Minutes and Matters Arising

GS has been nominated by KS to take minutes in her absence.

## 3. Show Reports

Allocate show contacts for all of the Easter shows as well as panto. (make sure that the panto contact isn't going to be involved in the show. Panto show contact can be re selected at the start of Mich.)

### LTM - AR

ES gives a show report; sold 850 tickets, looking to boost publicity. Show is all blocked, paper tech is in progress, Lads trip to Andover to build chair taking place! ES suggests a CUADC social is organised to the opening night to boost tickets.

### Vegas! - AH

AH is currently arranging meetings with each show. Vegas fake wedding is happening. CN wants to gatecrash the wedding as has not had an invite.

### Camden Fringe - AH

Meetings with the teams next week to discuss venues.

## 4. Casting forums -

ES reports on the two forums that have taken place so far, Race and Disability. ES has taken notes so far and has compiled action points from each one. Notes and action points will be published afterwards. The forums are bringing up lots of

issues and also feeling productive. ES thanks the committee who have been so far for helping!

#### **5. Welfare structures**

Need to wait until after forums are completed. Dedicated team will be formed and will meet over zoom during the holidays (team to be decided next week).

#### **6. Costume store - ES**

ES reports that management have asked about costume store access. JR says that she doesn't want people to have access without her presence. There is a database for remote access which JR spent a long time making.

#### **7. Garden Party - RI**

RI has just had handover and is planning to look at venues over the holidays. Caius is suggested as an option as it has a both indoor and outdoor options.

EC leaves to move offending item from the safety curtain.

Discussion about committee clear-up from last year and ensuring that only members attend (and bring their membership cards with them!). Magdalen and Wolfson also suggested as options. Sid Bar as option, also Catz. RW volunteers Churchill but says that 'it's Churchill'. Sunday 16th

Action: RI to look into college options

#### **8. ROH tour update - GS**

Initial contact has been made.

#### **9. Panto Accessible performances next steps**

HR is aiming to send emails next week. CC and ES report from the first panto meeting that this will be extra work and it needs to be clear to all members of the cast, prod and tech team from the start. We would also need to decide who we want the performance to be accessible for as this will change the mitigations needed. CC suggests focussing on a captioned performance, noise cancelling headphones, quiet room, dimmer lights etc. HR suggests dementia friendly flyers, etc. It is agreed that having an external person give advice is a good idea. Sat Mat suggested as the show to have it for. CN suggests that BSL interpreter is invited.

KA arrives.

Considering captions, live mic to screen is too difficult, JR recalls previously doing captions and explains the way it was done. CC talks about panto last year going off script and ensuring it doesn't this year! ES suggests stickers etc to show if people are happy to be part of audience participation. There is also a suggestion of an audio described performance.

Conclusion looks to BSL, CN suggests we should reach out to the uni BSL society. NH asks about a dedicated role on the prod team to be responsible for just the accessible performance.

HR suggests a touch tour for visually impaired people, CC recalls the last few days before panto being very full on and busy so unlikely to have time for extra planning at the last minute.

IK suggests contacting the Watersprite access and events team regarding their BSL arrangements.

JR reminds all that this is the beginning of the accessible shows for panto so setting groundwork is important, but we don't need to do everything all at once.

// EC asks to go back to the get-in. KSOSES are reported as possibly needing help so although it's not a CUADC show we may want to show some support.

## **10. General accessibility in theatre next steps**

This has been pushed to when we have all the forum reports back. A dedicated meeting in the holidays will be organised for the forum feedback, including this topic. This is instead of having a full debrief during the Sweeney In.....

## **11. Theatre photography workshops - CC**

CC had a meeting with Freya about the role of the theatre photographer and making a guide between ADC Management and CUADC. CC suggests running a drop-in workshop. From the race forum it was brought up that POC generally receive a different quality of headshots and plans to run a workshop regarding this.

CC has recently been interviewed by Varsity about being a photographer in Cambridge Theatre and CC is planning to meet with people who have reached out about having a similar experience to ensure everyone can get photos that they like and that can be used in a professional setting.

CC talks about accessibility in theatre photography and the difficulty in accessing equipment. Lots of people have the skills needed but not the funding for the equipment. The idea of a CUADC camera is suggested. Maybe a cheap DSLR?

Also that shows should open for photographers like you would any other role and then they are part of the team for the show just like everyone else (invited to socials etc).

RI talks about a photographer that she knows in Cambridge Theatre who would be up for getting involved more but we need to advertise it better. We need a policy that all CUADC shows should open for a photographer (unless the publicist wants to do both).

JR thinks we need to talk to management about which photos go on the walls and on the front of brochures etc.

There is a discussion about adding your own camdram credits.

ES suggests updating the camdram information about the role of a photographer (CUADC Wiki)

Action: RW and CC to update the camdram cuadc wiki information

Action: GS to look at camera budget

## **12. Membership system update - CN**

Membership- Whoo! There is a performer in LTM who is a post-doc so is not eligible for membership. He is given special membership (voted unanimously as a committee).

There is a general discussion about non-students being involved.

There is a general reminder that under 18 year olds are not able to operate technical equipment as the theatre's insurance does not cover this. CN has looked into UMS but decided to buy a folder instead.

CN reveals that we only have about 100 blank membership cards left so we need to look at how to get more. ES and ED both have contacts to pass on.

General discussion about putting that you need to be a CUADC member in application/audition packs and in the email where you get back to people to make sure that everyone is a member (insurance reasons).

CN and RI generally talk about working together going forwards looking at fundraisers and alumni.

## **13. Stash - KS (GS)**

FILL IN THE FORM PLEASE

**14. Snack rota - KS (GS)**

FILL IT IN OR THERE WILL BE NO SNACKS

**15. AOB**

BME Shakespeare

Show contacts:

Still Life: GS

Oedipus tyrannus: CC

Salome: CN

Panto: KA

All show contacts should reach out to the people who pitched the show and introduce themselves.

**Meeting adjourned at: 3:30pm**