**Committee Meeting**

**12/12/12**

Present: Sam, Nick, James B, James Mc, Emily, Steph, Will, Lyle, Matt, Jess, Liz, Lizzie, Nicola, Wawa, Emma

Late: Joseph, Will R

1. SU Update

- Good!

- Email from Sarah Gosling giving her full support for us and for the Impact Campaign

- Jules had a walkaround/meeting today with James and it was positive.

- Sam has also been contacted by Natalie Martin (SU Communications) who is keen to have a meeting soon about our ticketing systems.

- James B’s meeting with Jules: pleasant and useful, describing her concerns and the fact that she is happy with how we run things 99% of the time but that the 1% can easily lead to accidents and injuries.

 - Suggestion at the moment is for Jules to come along to a weekly meeting in advance of shows (2 weeks) with set and tech. In attendance will be director, producer, James B and someone to represent backstage (set or tech). She would like a specific time set down each week so that there can be some consistency.

- James has initially suggested Thursday at 4pm but this doesn’t need to be confirmed until we can chat with production teams at the start of next term.

- These meetings might help with the whole mentality issue – get people to take some more responsibility over the theatre.

- She is also bringing us some first aid kits!

- Fire practice: potentially during the next proposals session or just between committee. We need to go through our procedure in advance then work on making sure it’s as effective as possible.

- She also confirmed that we can lock the foyer door during performances but that if the rehearsal room is used its door must be kept unlocked during performances.

1. Drama Club

- Slight concerns were raised last week over the audition process.

- To clarify: everyone was in the room and they were held in a similar style to Freshers’ Fringe Casting. The hope was to give people a better idea of audition techniques.

- Concerns: people didn’t get a part in the first show so might now feel a bit displaced, people might feel a bit unequal, seems like an A and B system, etc

- Lyle is quite confident that no one was upset at not being cast and that attendance/interest hasn’t been affected.

- It’s difficult ground as last year drama club was completely separate from the committee and now it’s hard to strike a balance and make sure that it reflects our aims/ideals for it.

3.Last week’s workshop

- Very poor turnout.

- We need to sit down and work out as a group what the aim for workshops is

- Some issues with facebook event being private and only being in an email the day before.

- In the future, it might be an idea for Lyle to draw up a plan on how the committee can be most useful for promoting workshops in advance.

4. Dates for next season!

- Easter holiday is earlier than it has been recently

- Monday 28th Jan – AGM, auditions and casting week

- Five-ish weeks from 14th Jan there are external slots (more than usual!)

- This year it would be nice to try to really make the most of these slots as they can make us a lot of money and we can get some really interesting companies in.

 - Proposals Sunday 27th Jan

- 5 slots before Easter, first is Wed 20th Feb, 27th Feb, 6th March, 13th March, 19th March.

- Lysistrata starts 24th April

- Three more season slots post Easter

- 20th May onwards – three external slots (exams)

- Should we not put on a season show the week of Lysistrata we will only have 9 shows next season as opposed to the 10 we’ve had in previous years.

- Concerns against: two shows at once would take away from both shows, end up devaluing what is happening at Lakeside and may eclipse a season show, we don’t know what’s going to get proposed and whether or not we’ll have something that we can confidently program it alongside, we should have Lakeside as our focus for that week and really push the opportunity, limited choice for NNT directors who may not be able to ‘have’ people who are in Lysistrata (up to 50 people off the cards)

- Reasons for: giving people as many opportunities as possible, aiming to have as many shows as possible, different to the Bed @ Lakeside vs Too Far Away issue of last year as show at Lakeside will be managed by Lakeside not by us so people may not be overstretched.

- VOTE: 11 out of 17 for putting a show on that week

- We don’t always need to fill slots - if we get all of our proposals through and decide we have nothing to put on that week we don’t have to. For now, we can just wait on what Shona and Martin say and then see what we feel going forward.

5. External Slots

- Improv would quite like Feb 11th week – before our first season slot

- Postgrads would like the AGM week but ideally we’ll be using all of our rooms for auditions leaving them 21st January week

- Musicality – Wild West End (directed by James Mc) would also like a slot (Feb 4th). Matt Lev has said we can do it without rights however; Musicality will be putting it on as a fundraiser so a split would need to be decided – to be agreed between Nick and Will.

- Flat £5 ticket fee

- Publicity notes: most external groups tend to do their own publicity but we need to keep an eye to make sure it’s all done appropriately.

- There will also be a proposal date for the summer shows.

- UNCUT proposals Sunday February 10th

6. Christmas Jobs

- Updated production pack! James Mc is already working on it and will be in contact with people who he needs things from.

- Will R is also working on an UNCUT production pack for next season.

- Foyer – ideally by the beginning of next season it will be as finished.

 - Furniture: sofas ideally!

- Storage: Liz would like to remove the flat storage block and build a new one at the back of the workshop (where the furniture now lives) and then storing furniture in a curtained off corridor

- Potentially not a thing we can deal with before next season as we don’t have the funds.

7. Publicity

- Matt: we’ve spent £1200 on flyers and publicity this year and our amount of audiences hasn’t matched up with this. Do we need to think of a better method?

- Some suggestions of alternative ways we can publicise eg, banners in Trinity car park (£175/month), paying for website space, etc – monthly subscriptions fees, etc

- Suggestion that within the £150 publicity budget people should have more freedom to spend on other means – not prescriptive to posters and banners

- Might need to rethink our method of attack in the future and/or market the theatre brand as a whole.

8. To think about/for future meetings

- Some anti-committee feeling at the moment :( specifically linked to UNCUT

**\*\* Merry Christmas Everyone!! \*\***