**Committee Meeting –**

**14.05.13**

Present: Sam, James B, James Mc, Jess, Lyle, Jacob, Will P, Chelsea, Nick, Emma, Liz, Matt
Apologies: Lizzie, Joseph, Will R, Emily, Nicola

1. **Brief/De-brief**

Pub Quiz is Life

Committee:

- Some flyers were left over. Production Team: essentially the cast weren’t able to flyer as much as would have been useful because they weren’t allowed in the space on Wednesday (hustings) and spent some time catching up.

- Safe code was given out to two extra people during the process of the week. Nothing can be done about this now but it is an issue that this happened.

- Banner was taken by the cast as a gift and signed. The ongoing rule about this is that they should be kept in the NNT archive.

Production Team:

- Biggest issue was publicity manager who was extremely busy and didn’t end up having a chance to even see the show. In the future, teams just need to let Lizzie or Jacob know ASAP so that they can try to intervene.

- Only other issue was that a techie didn’t turn up one night but this was resolved!

Frankenstein

Production Team:

- Jules is happy at the moment! She’ll be coming back tomorrow to have another look at the lake once it’s filled later on tonight.

- Overall set build/get-in process has been going well.

- Running time = 1 hour 35 minutes, no interval. Includes: smoke, violence, and strobing.

- Although, in theory the safest show in the event of a fire \*LOL\*
- There is a 2 minute onstage preset that the announcement will need to be played before.

- Need as much help with getting out as possible as despite the large cast and crew, there is lots to do and people have deadlines/exams.

Committee:

- There was a slight issue on the Saturday night of the get-in as the Committee member in charge on the evening (Chelsea) felt that there wasn’t adequate respect shown to her opinion/leadership from the set designer (Alex Jaimeson).

- Matt W: on behalf of Alex, the set had been approved through proposals and two health and safety meetings with Jules.

- Essentially, the issue was communication between everyone on the night.

- Chelsea stepped in because of the way things were being built and put together rather than any faults with the actual set design. She was concerned that it wasn’t being put together correctly and that there were people helping who weren’t quite clear on what they were doing.

- Doing very well with publicity! Lots out in town and were very ahead of all of their deadlines.

- Most of the rest of their posters are also out, only a few remaining.

MayFest: show snippets are at 11.30am and 12.30pm, crew are aiming to be around from early morning.

-There will be some important alumni donors coming along (Matthew Bannister, Edgar Wallner, etc)

-Limited capacity! 66 seats (one broken in the auditorium) so we all need to push publicity for it to make sure that it’s always full!

Boeing-Boeing

Production Team: confusion about when we can start publicising things as there’s a clash between that and Comedy of Errors.

- Assassins fundraiser didn’t raise as much as we’d hoped but we’re still trying!

1. **Happy Birthday Nick!!**
2. **NSDF Van Saga**

- Nick received an email today saying that we now need to pay £730 on top of the last fine we received. This is money we can’t really afford to pay out!

- Matt W paid £400 out of his own pocket when he crashed a van during Night Mother, this isn’t really a thing that we can ask of the people who drove the NSDF vans as they were essentially begged to do this.

- Current plan: ticket prices for final week external double bill now going to be £6 flat rate – bearing in mind that it’s two shows, a fundraiser and the price of Wild West End and Fresher this reasonable.

- Edinburgh shows have both got £300 extra money built into their budgets which they don’t know about so we can use this money.

- Also there are a number of other ideas for fundraisers: 5-a-side league day, OpSoc potentially interested in putting on an event, etc.

- James B - Generic NNT stash!

1. **Thursday Clean Up**

- James has made a doodle! Can everyone please fill this in as we need the building to be spic and span for MayFest.

- Basically needs a good tidy, hoover and polish.

- Skip will turn up during the day on Thursday at the front of the building and will need to be loaded.

-Costume cupboard also needs a big tidy! James B has suggested us making a start on clearing up on Thursday and then Emily will finish off on Friday.

1. **Postgrad Prospectus Photos**

- Taken tomorrow at 9am! They need some people to be around to be in the building.

1. **Short Film**

- Tuesday 21st need the building to remain clean and clear.

1. **MayFest**

Emma to make Doodle for tour availability 10am-4pm – no tours during the show

- Last tour at 2pm!

- We need someone around to deal with any overflow.

- Ideally 6 people with 3 doing first three hours and three doing second three hours.

- Andy would like a projector rigged!

- All NSDF award winners will be around to meet Edgar Wallner and have a chat with him. Current plan is to meet just outside of the building or in the foyer and then potentially move through to the rehearsal room.

1. **Boat Party**

- Lyle has been emailing venues over the last few days and has got the most positive response from Penthouse (throwing drink deals at us, etc)

- Positives of Penthouse – cheap drinks, etc

1. **External**

-Bright Ideas-good response so far for acting and directing, first meeting in a week

-Comedy of Errors last week of exams

10. Publicity Push

-Due to financial situation need a big push for all shows

**11. AOB**

- Macro run and pictures for May Fest in Nicola’s absence

- Lyle to work with a boat party team to make sure it’s worth that extra £5

- Committee Meetings: nothing for next week and then we’ll work out when people are free going on from then!