**COMMITTEE MEETING MINUTES –**

**22.10.12**

Present: Sam, Nick, Emma, James M, James B, Lyle, Matt W, Emily, Steph, Will P, Wawa, Liz, Joseph

Apologies: Jess, Nicola, Will R, Lizzie

**1. PRESIDENT'S UPDATE**

Theatre walk around with Shona Powell and Richard Ashcroft went well

- Biggest outcome is swapped use of new rooms. Initially, the one allocated as a rehearsal room was this because the roof couldn’t take the weight of lights but this can be worked around!

- The Impact campaign will pay for a new studio (dance) floor and also ideally mirrored walls which can be covered by curtain. Sam will speak to Andy when he’s back from holiday about the possibility of an advance

- The floor: we’ve had some suggestions from Richard Ashcroft but need to think about what is the best for us in terms of cost, longevity and sturdiness.

- Studio: will be given to us with black walls and a lino style floor.

Matt suggested he look for a short term fundraising solution to cover the floor – Sam would rather look into the option of an Impact advance first.

Stage floor and carpet situation – builders have agreed to return carpets to us in a good-as-new state as they are currently rain damaged. They have agreed to replace the stage floor like-for-like by taking up the current damaged floor we have, laying a layer of foam down and then a layer of 9mm MDF (we currently have plywood)

- We haven’t had foam in the past but as this will be free and will leave us with a slightly sprung floor surface it seems that pros may outweigh any cons. James B is confident that we will be in the same if not a slightly improved situation as before.

Other things to bear in mind:

- Workshop hasn’t been touched but tool board was damaged during build so will need a redesign/rethink of some kind.

The moving back in process:

- Matt’s concern: we might get the building back, unload everything and then go back to the old systems straight away.

- Could Joseph make an action plan for the moving back few days so we know our initial priorities and can start allocating them out to people?

- James B has started making a document like this which he will work on and try to distribute.

- Liz raised the point that making plans for the workshop without full knowledge of the permanent storage space may be a waste of time as new plans will then have to be made.

- Some confusion in the past over what the plans for the workshop have been. Consensus that for now and moving onwards the workshop will be staying the same.

**2. PRODUCTIONS UPDATE**

How happy is everyone with using the PAS?

- Freshers’ Fringe is going to be a good tester of this in terms of working out how things will work technically.

- To clarify show week is Sat, Sun, Mon and Tues.

Black Comedy:

-If we do need to use the PAS for Black Comedy we should have enough time to make a contingency plan.

Publicity:

- Wawa and Lizzie to work on Freshers’ Fringe poster ASAP as well as the event.

- Sam would like to bring publicity for Mercury Fur forward a few days.

Have mentioned NSDF at the last meeting – especially the fact that is vaguely clashes with Lysistrata.

- Something to bear in mind but not a huge concern

**3. FRESHERS’ FRINGE**

**-** First tech-run tonight

- When people are not doing things they will be taken to audition by Lyle

- Today might be difficult but tomorrow things might run more smoothly.

- Nick conscious that without a safe, we need to make sure money from shows gets paid into the machine.

- No access into the container so people need to have minimal sets/provide their own.

**4. MEDIA BALL MEETING**

- Lyle went to the meeting last week

- Other groups are keen to have it on the Monday – trying to avoid snowflake ball

- Hoping to have the SU contribute some money

- Still in the preliminary stages

**5. SEASON PASSES and TICKETS**

- Sam thinks they’re in the tech box

- Next key step is to work out/think about a final price and then beginning to sell them

- Nicola is not here but she has had a look at some designs for tickets and would like some feedback on them ASAP

- If everyone can have a look and see if they are happy with initial designs!

- We need to clarify whether or not we’d rather reusable or one-off tickets

**6. AOB**

- Next week: discuss external slots!