**Committee Meeting**

**26/02/2013**

Present: Sam, James Mc, James B, Will P, Jacob, Liz, Lizzie, Emily, Emma

Apologies: Jess, Chelsea, Lyle, Nick

No Apologies: Will R, Joseph

Late: Nicola, Matt

1. Funding Things

Application for work to the studio has now been completed and submitted. The bid to the SMC had to be over £20000 but now it looks like it will be more like £30000. It looks like the extra £10000 might be covered by them.

Application for emergency funding for electricity safety testing result should come soon. Anil Parmer has emailed to say that the result is positive but the SU hasn’t officially confirmed this.

2. Stags and Hens

- Poster was an issue but there is now a new one being printed that should be done by Monday.

- As a team we need to make sure that the S&H team get as much support as possible especially as Paines Plough is putting them under a lot of extra stress!

- James Mc to work personally to make sure this happens.

3. Paines Plough

- Jacob and Lizzie are working to push publicity of this as much as possible but need some help as well.

- Internally: societies, departments, etc

- Externally: will publicise outside of the Arts Theatre during Jekyll and Hyde and is also in contact with LeftLion and local reviewers to help publicise it.

- To boost attendance for this we really need to make sure we’re talking to people about this face to face and making the dates and timings as clear as possible.

- When the publicity arrives it will be on us to flyer as much as possible as there is no cast associated with this show. There have also been 50 posters ordered (30 internal and 20 external)

4. Workshops

- Keep pushing all those that are upcoming.

5. Waste disposal

- From now on we’ll be periodically booking a skip for a day at a time and throwing stuff out in big clear out sessions.

- At the moment, the time is planned for late next week and it’ll be a morning or afternoon worth of work.

- First session needs to be ASAP as there’ll be an Impact meeting/tour soon and we need the building to be looking spick and span.

- Impact Meeting on 9th March!!

6. FoH Update

- Nicola has a meeting at KM with Andy Shields in the next few days to have a look at display boards and planning a poster display

- Need proper laminated Closed Set signs and Performance in Progress Signs – James Bentley to do this!

7. T-shirts

- Jacob and Chelsea still need theirs so will order some more soon – look out for a post on the committee group if anyone else is in need of stash

8. AOB

- NSDF vs lysistrata issue now resolved

-Season flyers have arrived and these need to be distributed well ASAP. Each Producer and every committee member has them so it’s a priority to get them out and about in Lenton and town over the next few days.