



Cambridge University Amateur Dramatic Club

Minutes, 7 May 2017, 19:00, Larkum Studio

Meeting starts 19:09

1. Apologies for Absence

Received from: Theo Heymann, Charlie Jonas, Sophie Taylor

Present: Oscar Yang, Carine Valarché, Adam Mirsky, Eva O'Flynn, Milly Parker, Ellie Cole, Charlotte Stephenson, Sammie Ruston, Charlie Eardley, Andrew Tan, Katherine Ridley

2. Minutes and Matters Arising

Andrew Tan asks for the amount of money he is using on Fringe venue deposits to be specified.

3. Action Points

- a. Sophie Taylor to start a Facebook group with people interested in making informative videos
Instead of starting a Facebook group she is asking everyone for their availabilities so that she can organise filming after exams.
- b. Reps to send Eva O'Flynn notes on what they wish directors knew about their role
Some received, others still need to send.
- c. Milly Parker to research which charities could come collect from the props and costumes recycling bins, and to talk to management about where to put the bins
Milly Parker reports that the best charity to donate to is the British Heart Foundation as they will come collect regularly. She will talk to management about where to put them once we know how big the bins are.
- d. Daniel Christopher to write the letter to the proctors, and Oscar Yang to send the letter
Deferred.
- e. Theo Heymann to ask the Gilbert and Sullivan society about how their subsidies scheme works
Deferred.
- f. Charlie Jonas to look into making mailing list authorisation automatic
Done.

- g. Charlie Jonas to put the updated Constitution on the Club website
Done.
- h. Sophie Taylor to investigate use of ARU's photography studio
Deferred.
- i. Charlotte Stephenson to talk to Daniel Christopher about whether anyone will be around in July to do carpentry
See below.
- j. Charlotte Stephenson to liaise between producers re sharing workshop costs
Charlotte Stephenson spoke to Tom Bevan about this. Jack Parham is doing both sets so the shows will split the costs.
- k. Oscar Yang to ask again whether anyone wants to do panto selection
Eva O'Flynn is doing panto selection.
- l. Oscar Yang to send the letter in reply to the letter received on BME representation.
See AoB.
- m. Andrew Tan to draft this letter replying to Saskia.
Done.
- n. Carine Valarché to gather more information on Pembroke Players on their subsidies scheme
The scheme uses half Pembroke Players money, half college money. The Pembroke Players president manages the scheme, which is only open to Pembroke students. There are three awards of £200 each. The grant isn't explicitly needs-based but applicants can argue their case in the application.
- o. Charlie Eardley to send Charlie Jonas shows' publicity material for the CUADC website
He will do.
- p. Katherine Ridley to find out where this year's full garden party photo is and to replace the one in the clubroom, and to look into putting committee photos up the stage stairs
John is putting up the committee photos.
Action point: Katherine Ridley to track down the garden party photo.
- q. Katherine Ridley to organise CUADC library trial
She will do this after exams.
- r. Oscar Yang to ask Jamie to link clubshows to CUADC on Camdram so that we can access ticket sales.
Oscar Yang is concerned about producers not being able to access the

ticket sales account using the print code so we won't change this.

4. Show Reports

- a. *MOJO* (Week 2 Mainshow) – Adam Mirsky
 - S – 175 sold, publicity ongoing.
 - P – Everything going smoothly.
 - A – Cast well-rehearsed.
 - T – Paper tech went well, live band sorted.
- b. *9 Parts of Desire* (Week 3 Playroom Mainshow) – Theo Heymann
 - S – 4%
 - P – Still need sound designer but aren't worried yet.
 - A – Rehearsals have started.
 - T – Planning out the logistics of the bath but it should all be fine.
- c. *The Language Archive* (May Week Playroom Mainshow) – Andrew Tan
 - S – 4%
 - P – Have had a good prod team meeting.
 - A – Rehearsals have started.
 - T – Plans are still up in the air but there are no concerns yet.
- d. *A Sudden Burst of Blinding Light* (Edinburgh) – Ellie Cole
 - S – n/a
 - P – Offers have been sent out for tech roles.
 - A – Offers have been sent to actors.
 - T – Offers have been sent out for tech roles.
- e. *Human Animals* (Edinburgh) – Milly Parker
 - S – n/a
 - P – Have found a publicity designer.
 - A – Fully cast.
 - T – Have their first production meeting planned for next week.

19:22 Daniel Christopher arrives

- f. *Maklena* (Edinburgh) – Charlotte Stephenson
 - S – n/a
 - P – Are planning a rehearsed reading in the bar.
 - A – Fully cast.
 - T – Have an SM. Queries about using the workshop in July have been resolved.
- We received a request to grant Special Membership to one of the cast

members who is not a student. No one objects so we decide to grant her Special Membership for the price of £5.

g. *Exile* (Edinburgh) – Carine Valarché

S – n/a

P – Have a complete team apart from SM but are not concerned. Are starting to think about publicity.

A – Fully cast.

T – Are having a prod team meeting tomorrow.

5. **Membership Benefits**

Carine Valarché spoke to Mitchell about membership benefits and he suggested starting a poll with members to see which membership benefits they'd prefer. She asks whether she should do this on Cambridge Theatre or via the members mailing list. We agree we need more information from Vicky on how membership discounts work financially before making suggestions to members.

Action point: Carine Valarché to talk to Vicky about membership benefits.

6. **Band Membership**

Carine Valarché has told the MOJO producer that the band should have membership as they are onstage, but so far none of the band members have bought membership. This is an ongoing problem as many band members only play for a couple of nights so don't want to have to buy membership. Ellie Cole says that we can't treat this on a case-by-case basis as it's an ongoing issue and we need to deal with it. Sammie Ruston suggests that band membership could come out of the show budget. Katherine Ridley suggests that we could create a special type of membership for the band which would cover them under the insurance but not get them membership benefits. Daniel Christopher suggests that band members could be given Special Membership. Katherine Ridley points out that under the current constitution Special Membership can only be given to people who aren't eligible for Ordinary Membership, and most band members are students and therefore are eligible. Katherine Ridley points out that band members are paying for insurance, not just to be involved in a show. Charlie Eardley points out that the key problem here is that there are uninsured people involved in shows. He suggests covering band members under insurance by default. Charlotte Stephenson points out that it would be very difficult to keep track of band members since many just drop in or out for a night. We decide that any

changes made would have to be constitutional so we will discuss this at the constitutional review in Lent, which isn't a big problem as the only musicals we foresee between now and constitutional review are MOJO and Panto.

19:55 Carine Valarché leaves.

7. **Alumni Contact**

Deferred.

20:00 Theo Heymann arrives.

8. **Cooption**

Daniel Christopher tells us they are resigning as Technical Director. We agree to co-opt Theo Heymann into the Technical Director position, which means we need to co-opt someone into the Technicians' Representative role. We agree to openly ask people to submit applications of max 500 words which we will vote on next week.

Action point: Katherine Ridley to open applications via the members mailing list. Applications will close on Friday 12 May so that we can vote on them at our next meeting.

20:10 Theo Heymann and Daniel Christopher leave.

9. **Lent Term Musical**

Oscar Yang explains that the rights for a big musical may be available. He is *very* excited. If we would like to do this musical as next year's LTM it would have to be pre-programmed as the rights have to be paid for a long time in advance. However, Oscar Yang is worried that this would be too prescriptive and put directors off. Adam Mirsky points out that not getting good enough pitches may happen whether or not we prescribe the show. Milly Parker points out that directors who want to apply with a different musical would still be able to apply for a non-LTM slot.

Action point: Eva O'Flynn to ask directors' and producers' opinions on prescribing a show.

Action point: Oscar Yang to find out if we actually could get the rights for this show.

We pause to watch the MOJO trailer. Oscar Yang: "It's really fit."

10. Stash

Sammie Ruston announces that the blue sweatshirts have won the poll. She has also found a way to make dungarees happen. She asks everyone to comment on her Facebook post with their size and to tell her if they want anything other than a blue sweatshirt. Oscar Yang says we need them for the Garden Party so they need to be ordered ASAP.

Action point: Sammie Ruston to order the sweatshirts.

11. Costume Store

Sammie Ruston tells us that the costume store is in a terrible state and needs a complete revamp which would require professional attention. This has been estimated to cost £600, and would involve categorising and creating an inventory, which could be done by September. Although it doesn't belong to CUADC, she says that CUADC has the money and power to make this happen and it would be greatly beneficial to designers. A Queens' employee would be able to make sure it remains organised. Oscar Yang asks if we would be able to call it the 'CUADC Costume Store', but as the space belongs to Queens' College they probably would not allow this. Eva O'Flynn says it can be CUADC-run but not necessarily CUADC-owned. Katherine Ridley asks what would stop Queens' from suddenly telling us we can't use the space. Sammie Ruston says that the space has been used as a costume store for years. We agree that as Richard, the Queens' employee, is interested in updating it it seems unlikely that the space would be taken away from us. Oscar Yang asks what would stop people from misusing the costume store, as anyone can ask for the key and go alone. Sammie Ruston suggests that we ask Queens' to limit access to the costume store to people accompanied by the Designers' Rep. Oscar Yang says that he is more comfortable investing money in this if we can have some sort of control over the costume store to make sure it remains in a good condition. Charlie Eardley suggests telling people that we are going to run the costume store and asking them to access it through us. Charlie Eardley suggests asking other theatre societies to contribute money, but Oscar Yang points out that if other societies contribute we can't exclusively manage it which would potential create admin problems and create even more work for the Designers' Rep. Andrew agrees that we need some kind of guarantee from Queens' that we will be able to continue using the space as a costume store.

Action point: Sammie Ruston to talk to Richard about our concerns

12. 24 Hour Plays

Oscar Yang tells us that in the past few years the 24 Hour Plays have been done the Monday of Week 8, in between the two Panto weeks, which allows the use of the theatre for the full 24 hours. We agree that that makes sense and we will do it on the same day this year. He suggests choosing someone to be in charge of appointing a producer. Charlotte Stephenson volunteers to do this. Oscar Yang says we will talk about it more after exams.

13. Writers' List

Oscar Yang tells Eva O'Flynn that she is in charge of the writers' list, and says that it would be nice if we could do more writing-related things, and suggests that we return to this after exams.

14. Edinburgh Subsidisation

Deferred.

15. Info List

MOJO

Panto applications

16. A.O.B

Oscar Yang

Charlie Eardley and Oscar Yang had a meeting with the Varsity Theatre editor which went really well, and says that this should be a termly thing. The editor raised the issue of often not having photos and/or having missing credits for photos. Charlie is amending the email he sends to producers to remind them about this. He's going to follow up with TCS and The Tab.

Andrew Tan and Oscar Yang have decided to delay the BME Forum until after exams.

Varsity has asked for comment on The Flick.

Asks Katherine to ask Rob Eager to come and take new photos for Theo, Milly, and the new TR.

Action point: Katherine Ridley to do this.

Milly Parker

Says that she would like to organise the props store and asks if she can buy

some buckets. Andrew Tan says yes.

Meeting ends: 21:00