



Cambridge University  
Amateur Dramatic Club

# Cambridge University Amateur Dramatic Club

## Minutes, 11th November 2019, 16:00, DR1

16:10 The meeting begins.

### 1. Apologies for Absence

Received from: Alistair Henfrey, Mariam Adbel-Razek, Ollie Jones, Sam Frakes, Lucia Revel-Chion (who will be arriving late)

Present: Susi Mauer, Nick Harris, Isabella Woods, Tom Nunan, Fernando Georgiou, Lucy Tiller, Meg Coslett, Isobel Griffiths, Daisy Everingham, Emily Senior

### 2. Minutes and Matters Arising

None.

### 3. Action Points

- A. Committee Headshots. *Deferred.*  
David Swarbrick is up for this!

### 4. Show Reports

#### a. Antigone, TN

**S** – Ticket sales website is still down and they are not receiving the sales bulletin. Facebook event went up on Monday and poster reveal will be happening on Tuesday.

**P** – All meetings have now taken place, workshop training for set designer and producer needed.

**A** – readthrough went well, everyone responding well to calltime, director seems happy.

**T** – Nothing to report.

#### b. Nell Gwynn, MAR

**S** – There's been a solid increase in ticket sales in the last week, and they are 75% on their way to meeting our financial goal. On target to reach their financial goal if heavy marketing and promotion are continued in the coming week. Promotion help from CUADC would be much appreciated.

**P** – Most aspects of production moving smoothly, specifically with regards to the programme and advertising. Total expense for props will be under £100, so an extra £50 will be assigned to Costumes. Costume store was lacking, but meetings have been set up with Pembroke costume store and the Fletchers players store. Plans to go to Wardrobe hiring company in Cambridge at 10:00 on

Tuesday. Plans to go to the National Theatre costume store on Wednesday at 15:00. Full production team meeting will happen on Tuesday at 16:30.

**A** – Two actors have dropped out, but have been substituted by cast members. Play has been blocked.

**T** – Section 2 form has been filled in by Technical Director and Stage Manager. There is a sound designer. Key holder training is happening. Lighting director has been trained. The wood for the set has been ordered and will arrive tomorrow (Tuesday). The wood cost £420.73

*Action point: DE to contact Nell Gwynn's DSM; IW to ask TD whether he would be willing to put together a qlab.*

### **c. Beautiful Thing, AH**

**S** – 35 tickets sold so far, but social media, posters & exit flyers haven't fully been set into action yet. Final poster & flyer designs to be printed tonight. Social media, headshots and banners will be launched tomorrow. Rehearsal photos to be posted later in the week. Producer is also preparing a press release and will interview Lucy for a bit in Varsity preview section. Some LGBTQ+ societies were contacted last week to coordinate the LGBTQ+ night. There has been limited response so far.

**P** (and **T**) – Producer is having individual meetings with all of the production team this week. Prod and tech team have attended several workshops and feel comfortable with light & sound equipment. The stage manager, assistant stage manager and producer have been coming up with ideas for set to replace the role of the set designer. Costumes, props and set should be all be finalised by around Wednesday or Thursday this week.

**A** – Act 1 blocking and line learning should be completed by 10/11/19 and Act 2 blocking & learning should be done by 15/11/19.

### **d. The Bloody Chamber, OJ**

**S** – About 6% of tickets sold, but have had some interest in the press release and are launching lots of social media stuff over the next few days so hopefully sales will pick up shortly!

**P** – Production is picking up - publicity stuff is all done, costume, set and stage management are underway and production team is meeting regularly to ensure everyone is happy with progress and knows what they need to do next.

**A** – Fran and Molly are happy with acting, especially after OJ's intimacy workshop. Cast are rehearsing every day this week in preparation for a full run through (ideally off script) over the weekend.

**T** – Paper tech has been arranged for Tuesday and Wednesday this week, so the logistics of lighting, sound etc should be sorted very very soon!

**e. Panto, LRC**

In the words of LT, "It's all going pretty well".

**5. Event Reports**

**a. Club Dinner**

MC informs the committee that the first cheque we sent the venue didn't process so we have sent over another one.

**b. Christmas Party**

MC and LT are putting up the facebook event very soon. The most important step to be taken is establishing the wine budget. NH and MC will discuss this over the coming week.

LRC raises the suggestion of hosting some form of fundraiser for the charity Jimmy's at the party. It is decided that this game should be a christmas themed quiz!

*Action point: check with management that it is fine to host a christmas quiz in the bar.*

**6. Junior Proctor**

NH confirms that the Junior Proctor has agreed to the constitutional amendments concerning the introduction of internet banking.

**7. Membership**

TN notes that, now that CUADC membership no longer covers insurance, it is only right to email everyone who has bought membership this year and offer them a refund if they should want it.

Now that we can no longer use the incentive of insurance to sell membership, SM raises the question of how we are going to make membership attractive enough so that people keep buying it.

*Action point: TN to have a chat with Jamie about making the perks of membership more appealing. In the mean-time, TN to send the email as outlined above.*

## **8. Fringe Applications**

LRC asks the committee when they think fringe applications should be opened. It is decided that this should happen next week.

## **9. AOB**

NH needs five people to sign his constitutional amendments. Oh and SM also needs five people to sign hers.

17:05 The meeting ends.