



Cambridge University  
Amateur Dramatic Club

# Cambridge University Amateur Dramatic Club

## Minutes, 04.10.20, 17.00, via Zoom

### 1. Apologies for Absence

Present: Ella Pound, Nick Harris, Isobel Wood, Sam Frakes, Phoebe Rowell John, Beth Kelly, Craig Stewart, Ella Fitt, Bella Biddle, Benedict Mulcare, Emily Beck

Absent with apology: Will Audis, Sameer Aggarwal, Matt Paul, Ross Guinea-McIntyre

Absent without apology: Mahon Hughes

### 2. Show Reports

#### a) *Last Summer at Bluefish Cove, IW*

Emailed, none received.

#### b) *Panto, SF*

Emailed (but only shortly before the meeting), none received.

### 3. Minutes and Matters Arising

None.

### 4. Freshers' Campaign

#### a) Freshers' Fair

NH outlines what is expected of committee and lets them know the link for the Zoom will be circulated on the committee channel.

MH and WA are working on an alternative to mailing lists but it is not specified exactly how this would work as they are both absent. It is also agreed to focus on getting people to join Cambridge Theatre as a main communication tool.

BB and SF working on 'welcome to Cambridge Theatre' graphic. A spreadsheet of societies to be made to make sure we contact multiple societies and JCRs. SA (in absence) agrees to make the spreadsheet.

*Action point:* SA to work on spreadsheet for contactable societies and JCRs.

Committee also discusses potential posters and confirmed dates needed for the Freshers' booklet.

*Action point:* Reps to message BB with their replacement plans for workshops by Monday night (5th).

### **b) Freshers' Plays**

Committee clarifies the timeline for the Freshers' Play process. Applications to open on the 6th at the Freshers' Fair. Wednesday 14th to be the deadline for applications. Interviews to then take place on the 15/16th.

BK to sit in on director's interviews in order to establish whether there may be applicants for the role of director that may also want to interview to be producers.

Recalls for actors to be sent in by the Monday night (19th).

*Action point:* These dates to be confirmed for BB by Monday evening (5th).

MH and EB are to be show contacts for the Freshers' Plays.

### **c) Video Tour of the ADC**

Committee discusses logistical issues with filming as it has to be between 10-11am on Tuesday and Wednesday.

*Action point:* New when to meet to be created in order to create a schedule for filming.

#### **d) Theatre Family Scheme**

EF has made a Google Form to allow people to sign up. BB to put it in the 'Get Involved' booklet.

#### **e) Freshers' Friday Q&As**

Reps no longer to create their own Zoom links. Instead, committee are to use breakout rooms. This also allows for the potential to have CUMTS and Footlights rooms. These to run between 2-4pm on Freshers' Friday (9th).

#### **f) Group Chats**

EF to make Google form for these, which are running instead of socials. They will then be posted on the CUADC Facebook page.

*Action point:* EF to make group chats Google form.

### **5. Show Selection**

NH asks if anyone wants to be on Show Selection. Nobody present does, but MP possibly to do it.

### **6. Michaelmas Interim Finances**

IW takes committee through Michaelmas Interim Finances. Nobody has any questions or concerns.

### **7. A.O.B**

BK asks about appropriate time to send out welfare survey. It is agreed Week 2 is a good time.

BM brings up having met Cambridge Creatives, as they wanted to know whether CUADC could fund the winning film. IW agrees willing to fund as long as it does not cost a large amount. It is agreed to ask them for a figure, as NH notes that "making films is hard" (and expensive).

Meeting ends 18:24