

Committee Meeting Thursday 29th July 2021

Attendees

Carolyn Craven, Louise Blackburn, Rachel Bickerdike, Gillian Myers, Emma McGrath, Lee Sharratt, Leah Hamilton, Elaine Jackson

Apologies

Jane Morrell, Lara Woodhouse and Miranda Foxton.

Minutes of last meeting

May meetings outstanding, RB to issue. RB

June minutes amended with 2 points, proposed by GM, seconded CC. LB

Matters Arising

N/A

Correspondence

1. Les Smith email dated 020621 re Back to the Stage and link to risk assessment required for all societies.
2. Matt Stirk email dated 15th July with updates on rehearsal rooms and booking form, request for theatre booking for Autumn 2022 by 14th August (form link in email). Matt confirmed the theatre will be open from 19th July at full capacity. Information requesting publicity images and request for all societies to write a sustainability policy.
3. Email from Bryan Craven re Wharfedale awards and details of membership costs etc.
4. Email re comment on U-tube sent to RB for confirmation of whether to respond.
5. Email from James Sedgewick re LeedsCan awards evening 4th September requesting nominations for 3 LeedsCan awards.
6. Email from Matt Stirk re workshop access and use of signing in sheet. Karl has left and replaced by Simon Stockton.

Treasurer's Report

1 pence interest earned on savings account increasing balance to £116.09. Current account balance £2619.17.

Outstanding issue brought forward from previous minutes re change of signatures on cheques outstanding, no action taken as yet.

Upcoming Production W/C 21/2/22

Agatha Crusty & the Murder Mystery Dinner

JM provided update via email.

Rehearsal rooms are booked from September to February. Action for LB to cancel Sept bookings. LB

2 cast members have withdrawn, Rachel Bickerdike and Louise Blackburn, parts to recast Lydia and Anna. Discussion held that other members had auditioned and were unsuccessful and therefore should these be suitable JM to approach to check availability and offer roles.

No offers to Stage Manager production, JM requested Glyn Pringle be contacted direct. LB to action and inform CC of outcome. LB

Require a props person, action agreed for CC to approach Anne Sadler. CC

EJ offered to co-ordinate costumes, CC to email copy of script to EJ. CC

Discussed days/times of performances and agreed Wednesday to Friday 7:15pm start. 2 performances Saturday 1pm and 5pm. LB to email Rachel Savage for booking form. LB

Volume of rehearsals was discussed and cost holding these at the Carriageworks. 22 rehearsals were held for the previous Agatha production and it was agreed this was a suitable number for all future productions, however, additional rehearsals can be held at other venues where costs are lower within the show budget.

Agreed LB to contact JM and advise of above and look to switch some rehearsals to Dunhelm. LB

LH offered to complete the risk assessment for Dunhelm as she works there and understands the rehearsal space. LH

Promotional video update from JM who had emailed cast members who had proposed not to do the video and concentrate on the production.

CC advised of a number of ways in which the show can be promoted with the cast.

Prompt required for show, LS offered to contact Joanna Bucktrout. LS

LS suggested that deadlines be set for actions, the promotional video for example to be done by X date, CC advised she will control this as part of her publicity officer role. CC

2022 Productions

Agatha Crusty & the Health Spa Murders W/C 20/6/22

EM advised she felt that Dan Dainter had agreed to Stage Manage this show.

Future show dates were discussed, and it was agreed we would not be producing a show in October 2022.

CC advised publicity was all in hand. CC had researched what a Sustainability Policy is referred to in Matt Stirk's email and had some information from government website she would share. CC

Wharfedale membership was discussed and it was agreed we would not be subscribing this year, confirmation to be send by LB to advise Wharfedale of decision. LB

LeedsCan awards Sept 2021. Non-acting nomination discussed and agreed for Bryan and Carolyn Craven for Tuesday night zoomers events held during lockdown to keep members together. LB to send in nomination. LB

Outstanding service award nomination discussed and agreed to propose Elaine Jackson, CC to write and send details to LB for submission. CC

Social

CC advised she has the card for Barry Unwin and it was agreed she would send from society. CC

Rounders social event was discussed and committee members gave positive comments regarding the event. The committee discussed the emails and facebook comments from a member of the society. CC removed negative comments from Cosmopolitan Players FB sites, it was highlighted that it is stated within the societies social media policy that members must not post negative comments.

LS had sent an email to committee as he felt let down by committee members attendance, RB advised no member or committee members is obliged to attend social events.

LS advised he is still looking to arrange a theatre trip in October, details will be sent in due course. LS

AOB

CC requested details of the measurements of the ship etc from the previous Agatha Crusty production for marketing and whether this was flat packed.

AGM 2021 was discussed, CC to obtain copy of constitution and send to LB/RB. CC

Date to be agreed by LB/RB. Reminder that only paid members can vote and nominate. LB/RB

GM advised she will ask JM if her sister in law is available to check the accounts in August. GM

EP advised she is away 4-18th Sept.

Next Meeting

Thursday 26th August 2021 on Zoom.