

Wells Operatic Society Limited
Agenda for the meeting held on
23rd July 2008

COMMITTEE

Richard Wright, Gerald Evers, Mark Wall, Gordon Scott, Lisa Cope, Terry Delaney, Alan Hooley, David Papworth, Chris Spray, Jenny Hailes, Doreen Grant, Tina Evers and The Mayor of Wells, Mrs Christine Borastero

1. Apologies

None

2. Minutes of Last Meeting

Read and approved

3. Matters Arising

- Waste recycling – thanks to Chris for the work so far - **CS** ongoing
- Community Partnership Funding – RW reported that for various reasons it was not suitable for us to pursue this. The possibility of other grants will be looked into. **RW** ongoing
- Foyer development – RW has brought together on paper a range of comments from the committee. This was circulated and discussed. Various options were considered with much discussion taking place around the use of the foyer and box office. One suggestion to try out during Jack the Ripper was to use the Rehearsal Room for serving interval sweets, coffees and serving alcoholic drinks from the bar (rather like pantomime matinees). GE to talk to Jackie Young and Marcel Wills, CS to inform bar staff. The sub committee will continue to look at the décor and lighting and potential freestanding furniture, also the possibility of using 'wireless technology'.
Ongoing **RW and sub committee**
- Stage maintenance - DP informed the committee that progress had been made with the front tabs (now much easier to wind) and ongoing maintenance to other tabs (adjusted to the height of the stage). Pulleys and ropes are to be replaced and they are nearly ready to finalise details and hanging points. Ongoing **DP**
- Stage Microphones – ongoing **AH, CS**
- Front foyer lamp needs replacing, Angelo and talk to Peter Beechey ongoing **CS**
- New dimmer in bar. Done, thanks to CS
- Urban Motion – up and ready to run in September
- Little Theatre Youth Group – a good deal of discussion took place over this exciting project. **RW** to check NODA regulations and insurance. **GE** to confirm bookings. It was felt that the stage and auditorium would not be available for the weekly classes, but obviously they would be in preparation for a performance. Other points about the number of adults in the building while the Youth group was going on were discussed. **JH** and **CS** to meet with Anna and Sarah to discuss various aspects of the use of the Theatre and deal with any remaining issues before the launch in January. The committee are very much in favour of the project.
- Database – ongoing **CS**

4. Correspondence

- SFD Chairman - Ron Roberts, has emailed the theatre asking for volunteers to serve on the SFD committee **GE** to put notice up to inform members.
- Hire enquiry – children's play group – denied **GE** to write back

5. Treasurer's Report

- Preliminary estimates for **Habeas Corpus** - £3353.20 gross and £265.50 programmes (177 sold) 75.8% capacity sold; expenditure about £1696.15 at the moment. Thanks and well done to all those involved in this excellent production that shows (again) the breadth and quality of our Society
- Insurance – renewal costs for 2008 -9. Two policies are in place through NODA. One (Royal Sun Alliance) is for Buildings/contents cover and Public Liability (£2734 renewal premium) and the other Accident cover and personal members' loss at the theatre (£515 renewal premium) **RJW** to look into possibility that the larger policy might be had for £2334 with Norwich Union (but still through NODA). MW made the comment that each performance night needs to make £124.00 just to cover our insurance premiums.
- **GE, GS** and **MW** to look at hire charges. Ongoing

6. Membership

- Thanks to AH and Irene for the hard work they put into the very successful BBQ on Sunday.
- Some members have expressed concerns over notification of events such as the AGM and social events like the BBQ. The committee decided to continue our policy of using the website and the Trifold as much as possible. All members are encouraged to sign up to the online mailing system (follow the website links at www.littletheatrewells.org). The database being assembled by CS should also help with communication. **CS** to look at other ways of harvesting email addresses (via the box office for the audience, and for members when they pay their subs). **GE** and **CS** to look at appropriate wording to be added to the membership application form. Ongoing
- AGM has been set for the 22nd May 2009
- Dinner Dance will be either May 9th or 16th 2009 (we are waiting for confirmation of the Cinderella Awards evening) **AH** to investigate venue. Feedback on last years' Dinner Dance to be discussed at the next meeting.
- **LC** to send out the mid year letter and Trifold to patrons.
- **LC** suggested and it was agreed that we discuss the various levels and privileges of Membership and Patrons at the October committee meeting. **CS** has produced a reference sheet. **DP** asked that we also look at privileges / discounts for 'full' members. **Ongoing**
- **RW** to look into organising some play readings
- The following new memberships were accepted –
Associate Membership - Nathan Salmon

7. Publicity

Publicity database – **RW** would like to see a central guide for all publicity; names and addresses of those willing to take posters; what publicity is normally available for shows; whose responsibility lies where; who to approach etc. **TD** agreed to start to organise this. Include website details. **GE** to get the website added to the banner and the billboards. Where possible 'directors' notes' can be added to the website details (via Simon Blaymires).

8. Theatre Renovations

- Foyer development. **RW**.
- Maintenance and New Projects – the checklist produced by **GE** and **MW** in March 2006 Look at again,
- The Stage Managers position is being modified **DP**

9. Production/Trifold/hire

- **Jack the Ripper** 10-13th Sept. 2008 Dir - **AH**. Chor - **Ella Upham**, Lighting - **Graham Brown**, SM - **DP**, MD - **Nick Barlow**. Budget discussed and agreed. Tickets £9 & £8, Producer – **Sandra Lewis**
- **When we are Married** 15-18th Oct. Dir - **Charles Simmonds**, Prod – **MW**. Readings Monday 30 June and Monday 21st July. Auditions Sunday 27th July. Tuesday and Thursday rehearsals until 14 September and thereafter Wednesdays/Fridays. Tickets £8 & £6 Rehearsal Schedule to follow, Budget to be agreed. **This production is now cancelled. RW to write to Charles saying thank you and enquiring if he would like to put the play forward a possibility in the future.**
- **Sleeping Beauty** 13-20th Dec 08 Dir – **Gill Kerton**, Choreography – **TE**, Child Choreography – **Sarah Neale**, SM - **CS**, Lights- **Graham Brown**, MD - **Russell Collins**. Budget agreed. Ticket prices at £8, £7 and £6 Rehearsal Schedule done
- **My Fair Lady** 20-25th April 2009 – Dir - **Lois Harbinson**, Prod - **GS**, MD - **Sheila Ross**, lighting – **Simon Blaymires**, SM - **DP**. Wednesdays & Friday with some Mon and Weekends as required. **Rehearsal Schedule to follow** - Tickets £10 & £9 **Budget to be agreed**
- **Seussical the Musical** 4th-6th June 2009 'Little Theatre Youth production' 7 –18yrs. Dir & Chor - **Sarah Neale** MD - **Russell Collins**, SM - **?**, lighting - **?**, producer - **?**. Rehearsal Schedule agreed (Sundays and Tues.) Starts in Jan 2009. There should always be enough adults present, no bar during reh. Tickets £9 & £7 **Budget to be agreed**
- **Play** 15th-18th July 2009. Anyone interested should contact the committee.
- **Good Gods**, musical 9th-12th Sept 2009 by Ken Edmonds –rehearsal schedule booked in. **Budget to be agreed Tickets £10 & £6?**
- **Play** 21st-24th Oct 2009. Anyone interested should contact the committee.

- **Panto** 12th-19th Dec 2009 – Dir - **Chris Briton**, title to follow – Pos Treasure Island (aka A Vast Behind) Vicky, Katie and Chris are writing, Choreography – **Sarah Neale**, **need SM and MD, title & rehearsal schedule to follow. Budget to set.** Tickets £9 & £8
- **Sept 2010** - Little Lights up part 2? A One Act Play could be second half at another time. **tbc**

10. Training
Bicton – all going ahead

11. Any other business

- Wardrobe improvements - Kate Hathway and Sue Scott have been looking at improvements. They suggest further rationalisation and then some additional shelves, boxes, and double rails. **TE** to help thin down what we have. **MW** to give some technical assistance to structural changes.
- It was agreed the secretary could purchase an additional filing cabinet – if needed to hold theatre documentation etc. **GE**
- Major projects **GE** and **MW** to do a second maintenance audit of the building.
- AH - asked that their might be some storage space put aside for 'social events' equipment – i.e. plates and cutlery. **AH** and **CS** to talk to Gill Kerton about an area in the bar.
- GS passed on information about 'Has Wells Got Talent?' an event coming up soon (details in the local press). **GE** to produce poster for the notice board.
- The Chairman postponed the following discussion points to another meeting
- Bulletin/forum via website
- Website
- Diving Group
- Theatre Hand Book
- Adjudicator/Awards Book
- Maximising income and profit. / yearly shows budget
- Raffle? –Who, when and with what?

12. Date of Next Meeting

Monday 1 September and then Monday Oct 6th

The Chairman thanked the committee for their attendance. The meeting finished at 10.00