

Minutes of EGTG Committee Meeting – 8 June 2022 via Zoom

Present: Angela Harkness Robertson
Alma Forsyth
Wendy Brindle
Hannah Bradley Croall
Martin Foreman
James Scott
Alastair Smith
Claire Wood
Beverley Wright

1. Apologies were received from Siobhan McGovern.
2. The Minutes of the previous meeting were approved.
3. **Hay Fever post-show report:** a) *Financial* – Martin reported a profit of £490 and a budget underspend of £225.93. He will send the exact figures to be added separately to the Minutes. Claire congratulated him on making a profit under post-pandemic circumstances. b) *Process* – Anji and Bev spoke for some cast members who were unhappy with their experience (last minute rehearsal changes, constantly varying production team and fraying tempers). Martin accepted he could have handled some things differently but stated he is a director, not a producer, and admits he ought to have asked the Committee for help. An animated discussion ensued regarding the role of producer/general manager in future productions. Hannah proposed establishing a list of such volunteers. In any case, it is the responsibility of the Committee to ensure support is given to directors. In general, however, Martin was pleased with the overall outcome, including the set, and acknowledged that the talented cast took the production to where he wanted it. c) *Reception* – audiences were enthusiastic and reviews fair.
4. **StagEHd post-event report:** Hannah reported a very successful two days with attendance at 1,293. Feedback from audiences, participants and volunteers was positive, particularly among Napier student volunteers. In retrospect, Hannah recognised that some things could be improved (e.g. installing stage lighting) but it was also a valuable learning process. Bucket and QR donations (over £500) will be deposited in EGTG's bank account in order to be distributed among the eight participating groups. Once all invoices received, Hannah will submit a report to Edinburgh Council. She will also consult with community groups and the StagEHd Committee to discuss the future of this event. Anji and Claire spoke for us all when congratulating Hannah on having carried through her vision, resulting in a remarkable achievement.
5. **Rock post-show report:** Claire reported that, although she felt it could have been better, she was generally pleased with the outcome. Others were more effusive in their praise, particularly vis-à-vis the writing (Hilary Spiers), while Martin praised an impressive production, especially given the short rehearsal time and few resources. Claire thanked her cast for its imaginative and creative approach to an abstract, unconventional play.
6. **Fringe update:** A production meeting for both plays (and including lighting guru, Gordon Hughes), is scheduled for 19 June. For MOV Anji reported that rehearsals

were progressing well, blocking complete, set and props under control. She thanked those who had already volunteered to help as rehearsal prompt. (BW will not need a prompt.) The main announcement for MOV was that it had been invited to participate in the RSC's summer programme at the Dell in Stratford, thus following in the successful footsteps of *Much Ado* and *Merry Wives*. Dates are 27 and 28 August, with two performances each day. This is the weekend after the Dunbar Battery engagement for both MOV and BW. Regarding publicity, Anji asked Hannah to give her and Hilary access to EGTG's social media for regular posting.

7. **Satyricon update:** The Committee accepted Martin's draft memorandum of understanding regarding EGTG's non-financial contribution to this Arbery Production. The play has been cast, apart from a role for a young man. Lighting (Gordon), props and costume designer all on board but SM and backstage crew still required. Hannah will put out a call in the next Newsletter.
8. **Christmas Carol:** This will be a huge undertaking and Anji would like auditions to take place before the Fringe and for rehearsals to begin in September. She has no plans for a read-through beforehand. Props are already being collected and Richard Spiers is willing to talk about the set. The copy deadline for announcing auditions in our 3 July Newsletter is 26 June.
9. **Home Street:** Alastair has received the title deeds (for a fee of £96). EGTG owns the passage and two back rooms but not the basement. Martin asked if deeds specify who owns the leaking pipes but they mention only common area responsibilities.
10. **EGTG Bank Account:** Our present system requiring two to sign cheques does not permit online banking. As treasurer, Wendy proposed we move to online banking which would simplify managing our finances without compromising security. After a lengthy discussion the Committee agreed that Wendy should proceed to move the EGTG bank account online.
11. **PLI:** Wendy informed the Committee that the insurance for Buccleuch Place and Home Street is separate from that for performance. She confirmed that both had been paid. Anji thanked Wendy for clarifying the situation, especially as proof of PLI will be required for EGTG participation at Dunbar and Stratford.
12. **Membership update:** Martin reported we have 29 members and one friend. The casts of MOV and BW have not yet all joined. Wendy drew our attention to the constitution which stipulates one must become a member within 15 days of being cast in a show. Anji will remind her MOV cast and ask Hilary to do likewise with BW. Martin has approached various Edinburgh theatres and cultural institutions with a view to fostering a closer relationship, leading to group discounts for EGTG members. So far no reply has been forthcoming.
13. **2023 Programme:** Claire reminded us that it was time to put out a call for directors. In the next Newsletter Hannah will ask interested parties to submit proposals by 31 August.
14. **AOB: BSL interpreter** – Anji will be meeting with a new contact to discuss process and cost. Funding from the Council might be available.
Attendance at Committee meetings – once again we discussed at length the constitutional requirement for committee members to be present for at least 50% of meetings.

The next meeting will be held **via Zoom on Wednesday 6 July at 19h00**.

HAY FEVER FINANCES

EXPENDITURE

	BUDGET	ACTUAL	+ / -
Venue rental, inc VAT	£1,299.60	£1,299.60	£0.00 breakeven
Rights (paid 2020)	£408.00	£408.00	£0.00 breakeven
Set	£200.00	£173.88	£26.12 underspend
Costumes	£150.00	£51.80	£98.20 underspend
Van Hire	£150.00	£185.01	-£35.01 overspend
SUBTOTAL			
	£2,207.60	£2,118.29	£89.31 underspend

Items not claimed

	BUDGET	ACTUAL	+ / -
Props	£100.00	£37.39	£62.61 underspend
PR	£100.00	£36.00	£64.00 underspend
<i>Actual & unclaimed totals £2,407.60</i>		£2,191.68	215.92 underspend

INCOME

213 seats (182 full price and 31 concession) were sold for a gross income of £3,133.00.

Three complimentary (media) tickets were also issued.

A rough calculation suggests that the Roxy owes us £2,614.80 after deductions for credit card fees and 30% of sales after 150 tickets, but we are waiting for them to get back to us.

Martin