

## EGTG

### Committee Meeting Minutes – 22/07/2024

Attendees: Claire W, Martin, Darran, Claire M, Kate, Robert

#### 1. Apologies: Hannah, Siobhan

Item 5 has been moved at the beginning of the agenda.

#### 5. Home Street Update: Workshop Health and Safety

Kate reported that the old bandsaw in home street has fallen a couple of times in the past couple of weeks, the bin has been broken in the process, but thankfully no one was injured. It is not used by anyone as it is an old 1950s/1960s model not in usable condition anyway. Kate has identified that it belongs to Alastair who agreed for us to dispose of it, Kate will arrange to have it pick-up via a recycling scheme for free or the council for a £5 fee.

The chop saw is broken and not fixable. It is an important piece of kit in the workshop and is used a lot with it currently being needed for set building. Kate suggests the cost to replace it would be £150 cost. The committee agreed that it was to be replaced and approved the cost. Kate will arrange to replace it.

Discussion on EGTG finances ensued and Darran will look into getting his head around the cash flow of the year at the beginning of September.

Water ingress update: still in progress. The company that was supposed to come for deblocking the pipe has not showed up, Kate has re-arranged for them to come in the next days.

\*\*Kate had to leave the meeting at this time.

#### 2. Approval Minutes of 1rst July: Martin proposed and Claire W seconded.

#### 3. Update on Fringe Shows

Ticket Sales: Sales still looking very healthy with 2 weeks to go. Fringe Box Office - ASD 185, Ruffian 61. Note also that we have had members buying tickets from TicketSource with the member discount code, around 5 by show.

Van driving: Claire M will look into temporary membership to the City Car Club for RS for August as back-up driver.

Music: After trying to fill in form for Ruffian, Claire M evaluated she would need our PPL/PRS licence details to cover both composition and recording, whereas going via the Fringe would have us to pay for recording. Darran to look for and transfer details of the licence to Claire M.

Rehearsals: Rehearsal have been reported to be going well for ASD. Both Claire W and Claire M saw the 1rst run-through without script for Ruffian and the play was looking good with both lines and timings in place. Ruffian is encountering internal availability issues with a cast having double commitments, but the director Robert reported that he is coping with it. Assistant director Martin is confident the production will be great.

Get-in: Time has been confirmed for EGTG 12-noon to 10pm. However, we are still waiting for the technical meeting (initially planned end of June) to be organised by Michael to happen to know what sort of time Gordon will need to work out the new lighting desk and rig. Last Claire M heard, it was due to be done in the next few days. Upon query by Ruffian's director, Claire M, production manager, re-assured him that both production will have the same amount time on the tech day, schedule after Gordon has had time to work out the light desk.

#### 4. Update of FOH Rota

FOH & Backstage Rota: We have a filled rota for the FOH and backstage help during the run thanks to people volunteering multiple nights. Claire M is still waiting on a couple of people that said they'll get back to us when they'll get clarity on their schedule for the week. If they come back with useful times, they'll be put towards shifts from people doing multiple nights.

We are still missing a couple of volunteers for Saturday 03/08 evening 8pm to move the set in. Discussion on identifying some potential volunteers occurred and Darran and Martin also stepped up to volunteer. Claire M also to ask the cast of both shows for that specific night.

Additionally to move set from Buccleuch Place to the Royal Scots Club, a sofa will need to be picked up from Leith. Claire M to talk with Alastair, van driver for the production, to see what is feasible.

Cash Box/Card reader: Claire W to organise pick up of cashbox and card reader with Hannah. Claire M to discuss with Kate if cashbox can be kept locked up at venue between performance nights.

#### 6. Edinburgh Uni's Civic Duties meetings

It came to the EGTG inbox that the University of Edinburgh will hold meetings with community groups as part of their civic duties, one on the 28<sup>th</sup> August and one on the 1<sup>st</sup> September. Martin engaged a discussion if we were to go or not based on our ambivalence that we are part of the University via the Graduates association but we are also a community group. Claire W mentioned that she had successfully booked a bigger rehearsal space for the upcoming production of baba via the scheme as EGTG. After discussion, it was decided that we will send two representatives at either one of the meetings. Claire M will organise via email for two volunteers inside the committee.

#### 7. AOB

None.

Next meeting date as agreed at previous meeting.