

Committee meeting minutes 24/02/25

Present: Hannah Bradley Croall,
Robert Wylie,
Martin Foreman,
Kate Stephenson,
Alex Cook,
Claire Wood,
Claire Morand (minute taker),
Adelle Ansara (late arrival),
James Gray (late arrival)

1. Apologies

Apologies received for a late arrival from Adelle and James

2. Approval of last minutes

Claire W to re-circulate the minutes with correction.

3. Being Norwegian

Hannah and the committee congratulated the One Act team for the wonderful success of the production at the weekend. Claire W underlined how well done the production was received. CW to submit expenses to the SCDA for refund directly.

Going to the next round to Leslie discussion: finding a van, Hannah suggests the cheaper solution would be to hire for the day, CW to check first with her man with a van seeing if he'd be up for it.

Discussion on potential clash with cast availability if the play goes to final as one actor is also cast in Incognito which would be on the same dates.

Discussion on checking clashes for rehearsal rooms in BP as 3 shows will be rehearsing at the same time.

4. Incognito

Re-cast of one part necessary as one actor has had to pull out for unforeseen personal circumstances. This is now done.

Status: Complete rehearsal schedule. Complete prop list. Adelle started on ticket design. Set builders informed about the set. Comm pack sent to the Roxy.

Lighting: Jacob to come back next week, potentially do the design and have another technician for the week. Sound: Doug is enthusiastic about the project, TBC.

Costumes: Kate will advise of what she can do and who can do what she can't.

5. Suddenly Last Summer

Table read tomorrow night. Auditions next week after. Clarification needed for the tech, Kate will confirm with Ross at the table read. Artwork available. Ross has been given keys.

6. Fringe

Two shows. Jenny early show. David late show. Planning April table read and auditions. David's show: licence agreed in principle, invoice to be coming in a week or so (will need to buy scripts). Fringe registration: Hannah still to get some info from the directors to complete registration.

HBC is happy to be the production manager.

Hannah is looking for an AD for David's show. CW suggested to place a call in the newsletter and to get in contact with QMU.

Hannah is looking for help for making the image for Jenny's show, Robert proposed to help.

7. Curious Incident

Venue and rights confirmed. Promotional image confirmed. Scripts ordered and to arrive soon.

8. AGM - Agenda etc. 2025 budgets

Rob given access, still to be signed off, should be done in plenty of time before the AGM, no problem expected there.

Deciding the date: Monday 31st March, 7pm. Notice to be sent on Saturday 1st March. Kate looked at some venues and booked the Royal Oak.

The Event associated: scratch night from 8.30pm.

Discussion & Decision of the agenda of the AGM. Agenda as previous years plus

- SCIO update

Robert will send the updated constitution to Hannah and Hannah will put in the application in March.

- Proposed Committee for next year by the committee:

President: Hannah Bradley Croall

Vice-president: Claire Wood

Secretary: James Gray

Membership Secretary: Alexander Cook

Treasurer: Claire Morand

Comms officer : Adelle Ansara

Regular committee member : Martin Foreman and Kate Stephenson (head of Wardrobe and Home Street)

In this configuration, this means there are 2 vacant seats left to fill. An announcement of that will be put on the AGM notice and in Members newsletter circulated for the incognito discount code. This discussion does not preempt the fact that any members can put themselves forward for committee and office bearer positions at the AGM should they wish, the committee is only ensuring that there will be at least a candidate for each critical post.

- AOB: Setting ticket prices for 2026.

Our current situation is that we are not in a dire situation, but we have no play in our budget and the cost of putting up a show (theatre rental, van, etc...) keeps increasing and will likely increase in 2026.

Following our last meeting, Kate's research shows that £15 is the ceiling for amateur drama ticket price. Hannah costing shows that raising the tickets to £16 and keeping membership at £12, for an audience number identical to 2024, would mean bringing £800 more in profit. This is the equivalent to selling 53 more tickets at £15. The majority of the committee - though acknowledging we need more money in - felt that increasing the ticket price would price us too high for appealing to audiences.

Discussion on other ways to increase money ensued.

As a next step, it was agreed that:

- James & Alex will look into
 - Fundraising (Pledge money over pledging time and effort, set up a goal)
 - Raffle (Sponsorship with program / props from past productions). On the last day of the run. Need to check gambling rules.
 - Quizz night.
- Kate will look into :
 - Organising tours of Home Street as the building is fascinating. CM confirmed insurance would cover us. Try out at Open doors in September.
 - And continue with selling props from HS not suitable for stage presentation. It is predicted that some money will come in this year as well, probably for the last year.
- Adelle will look into where to best invest the allocated money in the budget for publicity in a bid to increase the audience for our shows.

It was also discussed to have a chat with other am dram groups to see if they are having the same kind of discussion on the problematic of increasing cost vs increasing ticket prices.

9. Membership update

75 members.

10. Treasury update

Finalising the accounts with Rob and sending them to oscr.

11. Home Street

Tidy up on Sunday 2nd March.

12. AOB

Graduate association: Kate and Martin attended the AGM. The Graduate Association will change its name. The university will audit the room usage, no timeline for this. Kate has sent the details of our room usage so that they can make the case.

Action: Update membermojo so that we build demo data on skills and if you were part of the University of Edinburgh. Kate and Alex to look into this.

Action: GDPR policy to be looked into and updated for this usage.

The Adjudicator of One Act offered to get a run of the show in Berwick of Being Norwegian. Need to ponder if we can afford the cost. Hannah, Kate and Claire W to discuss if we can have a deal to not have to pay the cost upfront. Basically, we can't afford to lose money, but we would love to support. In any case, this would not happen until the one act festival is finished and the run of Incognito is finished (as cast wouldn't be available)

Key registry: CM to keep updating. HS Key to be collected from Alistair. Kate offered to be added to the list of emergency contacts.

Date of next meeting
6.30pm Royal Oak before the AGM.