

**NTC Minutes
of Committee meeting held on
Tuesday 17th July 2018 at Network theatre**

Present

Sue Small (Chairman), Moira Cane (Secretary), Fred Johnson (Treasurer), Rebecca Mason, Lee Copp, Alex Farrell (joined at 7.45 pm), Paul Evans, Judith Denwood, Kay Murray, Owain Jones, Shamini Bundell (Co-opted)

Apologies

Mark Johnson, Alistair Callcutt

Minutes of 19th June 2018

The minutes were signed off as a true record of the meeting.

Matters arising

AF will buy a bin for re cycling for the kitchen - ongoing

MJ will ask at his school to see if he can borrow a PAT tester - ongoing

Chairman's report

SS welcomed the new committee

The roles were allocated as follows:

Premises Manager - Alex Farell

Box Office Manager - Judith Denwood

Membership Manager - Alastair Callcutt

Bar Manager - Kay Murray

Technical Manager - Paul Evans

Diary Manager - Lee Copp

Marketing - Mark Johnson and Shamini Bundell

(Paul Evans will organise getting ownership for a Google profile)

Programme Manager - Shamini Bundell

Reading Panel Manager - Owain Jones and Rebecca Mason

Compliance Manager - Rebecca Mason (agreed after the meeting)

Communications

SLACK - it was agreed to continue with it. MJ to be asked to coach anyone who has a problem with it at next meeting.

MC will contact Mike, Simon and David to find out who has admin rights to change people attached to the roles@networktheatre.org

(PE managed to sort this out)

RM - Constitution amendments were agreed and will be signed off at the next meeting

VAULTS - it was decided Network would be involved for 7 weeks.

Treasurer's report

The current bank balances are

Main account: £6796.62 (£1200 from Nigel legacy)

Bar account: £10441.98

Movements:

Income: £1000 from The Art Fab, £165.00 Front of House for Cloud 9, £1221.90

Ticket Source net receipts for Cloud 9 and £120.00 from Mind Fitness

Expenditure: £190.11 for Mike Wyer purchase of lifts, £120.00 for the cleaner and a few small items.

Signatories have been changed for the Arch 200 Club. They are now Dan Young, Kay Murray and Mike Wyer

Review of Cloud9

FJ asked for expenses to be submitted asap after a show. It was agreed that new Directors in particular need to be reminded. In future all directors need to be aware that there is a 28 day rule whereby expenses need to be submitted within 28 days of a show.

Mike Wyer did an excellent Retrospective for this show. The template will be used for future shows.

There was a discussion about how to get Network members to attend shows. No conclusions were arrived at but the committee were encouraged to keep thinking about it.

Current production

Odes to Joy

8 plays have been chosen. Actors, directors and crew are needed. The plays will be announced in the coming week.

The Pitmen Painters

There has been one evening of auditions which went very well.

Future productions

Each show will have a liaison committee member who will keep in touch with the Director and point out the feedback from previous shows and be generally supportive.

It was agreed that the following criteria should be used when putting a season of plays together for NTC:

1. Mix of new and experienced directors
2. Mix of well known authors /up and coming authors and new writing
3. Large casts
4. Modern/classic mix
5. At least one comedy

After reviewing all the submissions SB guided the committee and the following were chosen for the season:

January/February (VAULTS) *Roundabout* (4-10 actors) Director - Daniel Carter

April - *The Last days of Judas Iscariot* (12 actors) by Stephen Adly Guirgis. Director - John Irvine

June - *Five women wearing the same dress* (6 actors) by Alan Ball. Director - Rebecca Mason

October - *I love you, You're perfect, Now change* (4-10) lyrics by Joe DiPietro and music by Jimmy Roberts. Director - Owain Jones

December - *An Inspector Calls* (7 actors) by J.B.Priestly. Director - Fred Johnson

SB will contact each Director to check that they are able to direct in the slot, that they can get a licence, to establish whether there are parts for ethnic minorities and that they are able to sign the agreement.

Should it not be possible to obtain a licence then the following plays were chosen as alternatives:

Queers - Director John Irvine

Medea - Director Jennie Rich

Man of the moment by Alan Ayckbourn (10 actors)

Committee members reports

Marketing plan - SB and RM will get together to work on this

Bar

Bar restocking - Terry Wynne will continue with this role.

Bar staff needed on 27th July - Rebecca Mason volunteered

Bar staff needed 18th August - still to be filled

Technical

PE wants to know what is expected of him in this job. He will liaise with Mike Wyer but would be grateful for any thoughts from the committee. He has just done a training day on 'Leapfrog.'

Box Office

Odes to Joy - 0 tickets sold

The Pitmen Painters - 9 tickets sold

Death Before Marriage - 2 tickets sold

Membership

Alastair Callcutt will attend the first rehearsal of each play with his tablet to help the cast and crew pay their membership and participation fees.

Diary

The diary was circulated in advance of the meeting.

Health and Safety

Nothing to report

Licensing

We are waiting for Lambeth to send out a new updated copy.

Any Other Business

None

Date of next meeting

Tuesday 21st August

Date of future meetings

Tuesday 18th September

Tuesday 16th October

Tuesday 20th November

Tuesday 18th December

Meeting finished 9.20 pm