

NTC Minutes
of Committee meeting held on
Tuesday 10th January 2023 at Network Theatre

Present

Sue Small, Moira Cane, Fred Johnson, Paul Evans, Dom Thomson, Jennie Rich, Paul Lunnon, Alastair Callcut, Owain Jones, Rebecca Mason, Amalia Kontesi, Joseph, Dan Young

Apologies

Kay Murray

Draw for Arch 200 Club

Oct

1st prize #22 Sue Small £48
2nd prize #19 Rebecca Mason £29.25
3rd prize # 31 Graham Harris £19.50

Nov

1st prize #15 Hannah Few £48
2nd prize #5 Sue Small £29.25
3rd prize #45 Gavin Coy £19.50

Dec

1st prize #Emma Byrne £48
2nd prize # Jennie Rich £29.25
3rd prize # Graham Harris £19.50

SS donated her winnings to the production of *A Society*. RM donated her winnings to Network Theatre.

Updates about 2 VAULT submissions

Amalia Kontesi (Writer/Producer) reported that the play (*Someone of Significance*) was cast and that she was still making adjustments to the script.

The director, Sam Tannenbaum, would like to find an intimacy coordinator who would be prepared to help for free.

The production team are researching places to rehearse. The Waterloo Action centre was suggested.

SS will send AK a list of all the available slots at Network.

FJ will send AK a revised budget form.

Reviewers have been booked.

The team are doing photo shoots and will start marketing the show. They will use Instagram predominantly. They will also print fliers (in conjunction with *A Society* team) and give to the VAULT organisers to distribute.

Dom Thomson reported that rehearsals were in full swing for *A Society* and going very well.

PE will check that the VAULT team will do all the lighting for the show.

FJ will send a revised budget form.

The committee agreed that the budget should be £150.

PE asked that the cast and crew ensure all lights and heaters are turned off after rehearsals and that exits are kept clear.

Joseph Dewey gave a brief overview of his work and accomplishments to date and outlined his vision for developing the marketing of shows for Network theatre. He will meet with DT and RM to discuss further. He will be co opted onto the Committee when he becomes a member.

Minutes of 6th December 2022

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

Matters arising

None

Chairman's report

All points were dealt with later in the meeting.

Treasurer's report

The current bank balances are:

Main account: £1151.93

Bar account: £ 4763.31

Paypal Account £5095.37

Zettle Account £0.00

Main movements:

Income: £10 donation, Ticket Source £4031.00 ticket sales for Cinderella, £4000.00 transferred from Bar account, £25.00 membership and £10.00 participation fee.

Expenses: £129.61 in respect of the WIFI, £77.08 bar purchases, £145.80 regarding Cleaners, £13.85 expenses for Dead Man's Cell phone, £110.00 piano tuning, £21.16 Cinderella expenses, £484.09 Cinderella expenses, £223.68 Cinderella expenses, £303.00 Costume hire, £6561.02 Network Rail Rent and service Charges and £5.00 charges.

Bar Account:

Receipts: Via Zettle £4029.00 bar sales, £25.00 Membership, £20.00 Participation fee, £184.00 program sales Cinderella, Ticket sales for Cinderella £60.00, Donations £13.00

Paid out £10.00 charges, Zettle charges £75.88, Transfer to main account £4000.00.

Paypal:

Receipts: Membership £150.00, Participation fees £60.00.

Expenses: Charges £10

Items still to process: Electrical survey £2550 + VAT, other Cinderella expenses, Network Rail back dated insurance £772.30 (awaiting conformation of how they would like to re dive payment.)

Feedback from previous production - *Cinderella*

The Chair received a letter from one of the cast members after the show had finished which outlined concerns that arose for this person during the production.

Suggestions for how Network Committee could address these concerns were also

made and these were then discussed at length. It was decided that members' welfare needs further discussion at another time.

PE the director of Cinderella sent a feedback form out to his cast after the production. He had 10/17 responses which were all very enthusiastic, positive and appreciative except for the one mentioned above. Several responses included suggestions for refining and improving the process which the director has taken on board.

Reports from committee members

Diary

The diary is now full until the end of the VAULT festival

Marketing

As above

Bar

The bar will need to be emptied before the VAULT festival. PE will organise this for Friday 20th Jan.

Premises and Technical

PE circulated a list of maintenance issues in advance of the meeting.

Volunteer recruitment and training.

SS highlighted that NTC must give more consideration to training volunteers in H&S because Network Rail would like evidence of a training policy.

Volunteer rota

Esh Weeresighe will man the bar for the Launch party.

Reading Panel

JR received a complaint from the friend of someone who had submitted a piece of new writing and had received harsh feedback. JR apologised and will ensure that future feedback is phrased more sympathetically.

Social Events

The 2023 season launch party is planned for the 12th January.

Insurance

RM asked all committee members if they had any unspent criminal convictions.

Everyone confirmed that they did not.

It was also confirmed that there were no material changes to the insured premises since last year.

Membership

There are 111 active members.

Date of next meeting

Tuesday 7th February 2023 at 7pm at RM's office. Directions to this venue will be circulated closer to the time.

Meeting closed 9.10 pm

A handwritten signature in blue ink that reads "J Small" with a long horizontal line extending to the right from the end of the name.