**BATH DRAMA AGM 2022 - Tues 11th Oct 2022**

**Meeting Minutes**

Meeting started 7:20pm, Adjourned approx. 8:15pm

Attendees: Lauren Arena-McCann, Stephanie Mitchell, David Morrell, Gill Morrell, Taruna Jamalamadaka, Scarlett Hayler-King, Jim McCauley

Ian Diddams, Christine Anderson, Lucy Perry

Apologies: Matt Rushton, Andy Cork

* **Welcome by Lauren Arena-McCann, currently our standing Chairperson**
* **Recorded attendees and apologies**
* **Approved minutes from last year’s AGM (2020)**

**Chairperson’s Report – Lauren Arena-McCann:**

Since our last AGM in October of 2021 we have accomplished quite a lot even if we were still navigating under co-vid guidelines like masks and social distancing still set in place.

 We had a play reading nearly every month at the end of 2021 and into the spring of 2022 starting with Our Country’s Good by Timberlake Wertenbaker, Season’s Greetings by Alan Aykborn which also served as a wonderful festive reading for our winter social. In the spring we began with The Penelopiad by Margaret Atwood and finished off with The Albion by Mike Bartlett. Thank you again to everyone who joined us and for the committee members who chose such wonderful, thought provoking and fun plays-I know I found it lovely to have that time to get together and listen, read and just engage with other people.

-Our first show back on the Rondo Stage with no Co-vid restrictions in place was in January 2022 and it was the Pantomime Robin Hood and the Babes in the Woods, written and directed by one of our very own committee members Gill Morrell. It was a great success in so many ways! The show did very well financially and it was well-received by the audience.  Gill if you wanted to add anything on how you felt the show went? *\* See Gill’s feedback below*

-In May 2022 we brought Stephen Lowe’s play Touched to the Rondo and that was directed by Andy Cork, another committee member who is unfortunately unable to be in attendance tonight. In his place Stephanie Mitchell who was the lead actress in the show would like to say a few words…  *\* See Steph / Andy’s notes below*

I know from word of mouth that there was a lot of praise for such an astounding show with beautiful performances by a very talented cast of both adults and children.

- We ended the summer of 2022 with a fabulous social which was a work shop with The Natural Theatre Company. Jim, a new member of the committee this year, has done a lot of work with them and suggested that this would be a fun and exciting way to bring our members together. Overall, it was a resounding success as we spent the evening catching up, eating, being silly, getting our energy out and playing.

-Also I need to mention our autumn 2022 production of How I learned to Drive which was to be directed by Peter Benson. Unfortunately, due to massive casting issues at the start, and multiple cast members leaving due to unforseen circumstances, and just mere weeks away from the production week, it became impossible to continue with the production whilst maintaining the standards we set at Bath Drama. I would like to take a moment to say a big thank you to the cast and crew for their understanding and support throughout.

On a positive note we are currently in rehearsals for Our Pantomime-Beauty & The Beast which I am currently directing and Matt Rushton is Assistant directing. We are looking forward to being back in the directors seats and are enjoying the process of bringing the story of Beauty and the Beast to life with lots of new faces, and some familiar ones gracing the stage. As well as having lots of music, dancing and jokes for everyone young and old.

-We will be holding auditions in late November for our spring 2023 show Julius Caesar directed by Phoebe Fung and Lauren Davis. It will tell the age old Shakespearean saga of power struggles between elites at untold cost. Played in original language with innovative staging this production will shine a new light on a story for the ages. So if you are keen to be part of this show then keep your eyes peeled as we will be posting information soon.

-And lastly we are going to be holding a Directors Pitch evening on 31 October. So if you have any ideas for a play that you would like to direct with Bath Drama for 23/24 season then please do get in touch.

-Well, that seems to be everything, Thank you all again to the Bath Drama committee who has made all of these events/shows happen and to our members who have continually supported us throughout the year. We are really excited and remain committed to bringing creativity, togthererness and the joy of theatre to you all, both here at the Rec and onstage at The Rondo.

**Treasurer’s Report – Accounts (David Morrell)**

* Bank Balance currently healthy – just under £16k
* We continue to rehearse in our regular home of the Rec, and paying the very reasonable sum of £50 a month only.
* Despite having to cancel our Autumn show at the Rondo which will effectively run at loss due to the expenditure of the theatre hire, our finances are still healthy.
* Please see attached report from David:

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| --- | --- |
| Bath Drama Accounts from 30/9/21 to 30/9/22 |  |
| Panto |   |   |   |   |   |  |
|   |  |  |  |  |  |   |  |
| **Income**  |  |  |  |  |  |   |  |
| tickets |  | 3158.4 |  |  |  |   |  |
| programmes | 208.16 |  |  |  |   |  |
|   |  |  |  |  |  |   |  |
| **Expenditure** |  |  |  |  |   |  |
| set / paint | -92 |  |  |  |   |  |
| set materials | -189.21 |  |  |  |   |  |
| Costumes | -97.96 |  |  |  |   |  |
| writing fee / licence | -250 |  |  |  |   |  |
| make-up |  | -32.93 |  |  |  |   |  |
| programme printing | -120 |  |  |  |   |  |
| hire of smoke m/c | -37.2 |  |  |  |   |  |
| Stage mgt Xs | -54.49 |  |  |  |   |  |
| props misc | -50.23 |  |  |  |   |  |
| posters &leaflets | -419.84 |  |  |  |   |  |
| misc |  | -9.61 |  |  |  |   |  |
| TOTAL |   |   |   |   |   | 2013.09 |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Touched |   |   |   |   |   |  |
|   |  |  |  |  |  |   |  |
| **Income**  |  |  |  |  |  |   |  |
| tickets |  | 1174.4 |  |  |  |   |  |
| programmes | 101.48 |  |  |  |   |  |
|   |  |  |  |  |  |   |  |
| **Expenditure** |  |  |  |  |   |  |
| set / paint | -22 |  |  |  |   |  |
| set materials |  |  |  |  |   |  |
| Costumes | -344 |  |  |  |   |  |
| writing fee / licence | -360 |  |  |  |   |  |
| make-up |  |  |  |  |  |   |  |
| printing |  | -230 |  |  |  |   |  |
| posters &leaflets |  |  |  |  |   |  |
| Stage mgt / Dir. Xs | -75.81 |  |  |  |   |  |
| props  | ) | -72.66 |  |  |  |   |  |
| props  | ) |  |  |  |  |   |  |
|   |  |  |  |  |  |   |  |
| TOTAL |   |   |   |   |   | 171.41 |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Ongoing income and expenses |   |   |  |
| **Income** |  |  |  |  |  |   |  |
| member's subs | 370 |  |  |  |   |  |
| **Expenditure** |  |  |  |  |   |  |
| IT |  | -106.06 |  |  |  |   |  |
| Bank charges | -32.1 |  |  |  |   |  |
| flowers - (Matt +Alex) | -30 |  |  |  |   |  |
| Bath Magazine | -150 |  |  |  |   |  |
| Lighting course (Andy) | -45 |  |  |  |   |  |
| Insurance  | -189.21 |  |  |  |   |  |
| Rec hire fees | -450 | nine months Jan to Sept inclusive |  |
| TOTAL |   |   |   |   |   | -632.37 |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| MISC events |   |   |   |   |   |  |
| play readings | -36 |  |  |  |   |  |
| Naturals |  | -175 |  |  |  |   |  |
|  Naturals subs rec'd | 40 |  |  |  |   |  |
|  Naturals subs via square | 78.58 |  |  |  |   |  |
|   |  |  |  |  |  |   |  |
| TOTAL |   |   |   |   |   | -92.42 |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| not inc. above other income & exp. for 2023 |  |
|   |  |  |  |  |  |   |  |
|   |  |  |  |  |  |   |  |
| **PANTO 2023** | -374.86 |  |  |  | -374.86 |  |
|   |  |  |  |  |  |   |  |
| **MISC** |  |  |  |  |  |   |  |
| Bath magazine for 2023 | -75 |  | ) |  |   |  |
| posters |  | -48 |  | } |  | -407.2 |  |
| leaflets |  | -95 |  | ) |  |   |  |
|  Insurance wef 1/9/22 | -189.2 |  | ) |  |   |  |
|  until 30/8/23 |  |  |  |  |   |  |
|   |  |  |  |  |  |   |  |
| **HILTD** |  |  |  |  |  |   |  |
| Licence |  | 0 |  |  |  |   |  |
| NB: expecting net outlay for HILTD due to the Rondo | say | -1000 |  |
|   |  |  |  |  |  |   |  |
| **2023 subs** | paid-in 9/22 | 70 |  |  |  | 70 |  |
|   |  |  |  |  |  |   |  |
|   |  |  |  |  |  |   |  |
|   |  |  |  |  |  |   |  |
|   |  |  |  |  |  |   |  |
| TOTAL |   |   |   |   |   | -1712.06 |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Bank Balance as at 30/9/22** |   |  **£ 15,955.32**  |  |
|  |  |  |  |  |  |  |  |

**Election / Re-election of Committee**

* Chair person – Lauren Arena-McCann. Voted in by Stephanie Mitchell, seconded by Gill Morrell
* Secretary – Stephanie Mitchell. Voted in by Lauren Arena-McCann, seconded by David Morrell
* Treasurer – David Morrell (re-elected). Voted in by Taruna Jamalamadaka, seconded by Stephanie Mitchell
* Committee Members:
* Gill Morrell
* Matt Rushton
* Andy Cork
* Taruna Jamalamadaka
* Scarlett Hayler-King
* Jim McCauley

All voted in by Stephanie Mitchell. Seconded by Lauren Arena-McCann

**Panto - Jan 2022 – ‘Robin Hood & the Babes in the Wood’ – written and directed by Gill Morrell**

Gill gave us a brief overview of how panto went this year. She was very pleased with how it went - strong cast and crew and audiences enjoyed it. The recent Covid lockdowns allowed some scope for some topical comedy which was appreciated. Good audience numbers with some shows sold out.

**Spring 2022 – ‘Touched’ by Stephen Lowe, directed by Andy Cork**

Andy wasn’t able to make the AGM but in his absence Steph was able to give an overview from some feedback notes, both from Andy and the committee, from a previous committee meeting (May 2022). Please see below:

**Andy’s Emailed Notes re Touched:**

Even though I say so myself it was a truly fantastic show. Given the current situation regarding auditions across the whole area we had an amazingly fantastic cast. It helps.

I think an important factor in the production process was that we had over 100 hours rehearsal time. I would like to thank the dedication and hard working of the Looking back, the amount of rehearsal time we actually achieved is extraordinary. As always, there were availability issues.

The decision to use the children turned out extremely well. They were astonishing. And gave us the best curtain calls ever. Now that’s how to react at a curtain call.

The use of an understudy turned out to be a godsend. We never had to use her, but, learning from the experience of Frome Drama, it relieved the anxiety that was being felt about possible availability problems.

I felt that there was some resistance to buying into the design concept for the production. It was very simple. Perhaps I didn’t sell it very well. In the end it worked pretty well so that was good. I was determined to have a stage floor. I think it is a very important part of a set design especially at the Rondo.

* We were a little confused as to whether you mean the resistance was from the cast or the committee, or both? But part of the problem may be that ideas and wants / needs need to be decided upon clearly and communicated from early on.
* Once the tops were fixed it did work well. But was a bit hairy in the dress / tech until Sandeep secured. This was only evident once all the actors were on it. Was fine in the run though thanks to his help on the Tues.

We were lucky that there was an extra day to get in. Although the set was extremely simple and minimal the lighting took about 9 to 10 hours to rig, focus, programme and plot. It was extremely lucky that Alex and Kirsty were available to help.

* Thanks Lauren for sourcing Alex – sounds like he was extremely helpful. And yes, Kirsty was great too. It has to be said, the lighting looked stunning. So good job, even if it was very long getting sorted!

The costumes were great and worked well and appeared to be very smoothly organised.

It was very nice and helpful having Steve alongside throughout the rehearsal process. We did not have Stage Management support during the rehearsals, at least until the end. That was, in part, due to the personal circumstances of the SM and also the distance required to travel to rehearsals and the problems with the parking arrangements once in Bath.

* It should be noted that Ally’s experience of the SM role with her previous club is different, and it should have been explained to her that we needed her earlier in rehearsals. Going forward, whether it is Ally or someone new to Bath Drama, it’s about clear communication.

Publicity and marketing – images, Programme etc for Touched were excellent and worked well.

It is difficult to say whether we could have got better audiences. It seems compared to other productions that were on around the same time we actually did OK and I am guessing that we achieved about 40 – 50% bums on seats.

* Correct estimation

**Gill’s Emailed Notes re Touched:**

I agree the spring show was great and I felt the stage floor worked really well. I would say that the early meeting we had for costumes, set and props was very good and I don't think there was any disorganisation around costumes, except that Scarlett and I had to limit costs and were lucky enough to be able to get some items for free.

* Agreed. Great job Gill and Scarlett.

**Further Committee Discussion re Touched:**

The four members present discussed the success of the show and how it was received, and we were all in agreement – it was a very strong show. Well done.

Some further points then, and learning opportunities.

* We feel there was a little confusion as to remit of the Director vs remit of the Committee. This caused some disorganisation I think we can all agree, and some last min decisions and Committee members having to rally and rescue certain situations somewhat last minute. It also meant the director being pushed to their limits too, which we could have avoided with decisions being made earlier and clearer communication.

We need to establish that, although the Committee is of course there to assist and help where possible, the running of the production and co-ordinating all the elements does generally fall to the Director. However, we did have a discussion this eve about the role of a producer going forward, or the option of having an assistant that takes on a semi-producer role

* As always, we do struggle to obtain the appropriate technical staff so the sooner the conversation happens over this the better.
* Some confusion re filming a show in the Rondo. We now know this is only permissible from the box, and with rights, only for cast / company usage.
* Agree re ordering less leaflets, although some work. And social media campaigns were great and helped a lot. But the 4 of us agreed that we need to galvanise cast members going forward to help sell a show!

**Any Other Business:**

* Our current named charity is Julian House who are local to Bath, and will continue to support them through programme sales and one off donations into the next year.
* We need to ensure that our charity number is on all posters and publicity
* £10 Membership. This will be expected for everyone involved in a Bath Drama show, and will last 1 year. Applies to anyone over 18, and children are free. In terms of play readings, regular attendees will be expected to pay membership, although we will allow one free ‘taster session’. In which case we do need to keep an eye on who is attending.

Meeting was adjourned, tea was drunk and cake was eaten. Followed by a wonderful play reading of ‘The Real Inspector Hound’ led by Gill. Until 2023!