

**Minutes of Meeting of Trustees and the Committee held at the theatre on
Tuesday 11th December 2018**

Present: Liam O'Neill, Martin O'Hare, Claire Black, Jim McConnell, Janette Richardson

1. Apologies: Norma Fears, Chris Jerrett, Ann Falch

2. Minutes of the Meeting of 12 November 2018

After an amendment to Item 5 Technical (the date should read 19th December and also the Trust will pay for the licence), the minutes were unanimously agreed to be a true record.

3. Matters arising and not on the agenda

With regard to the hiring of the theatre to the nursery group we have since found out we do not have to pay for a licence. It was confirmed that the theatre is waiving fees.

A better quote had been received for printing the panto programme and not a great difference for either 300 or 500 so 500 were ordered.

4. Treasurer's Report

Actual figures for Receipts and Payments for the six months up to the end of November were circulated and discussed. The cheque for £300 from the Community Shop has been received. Claire will write and thank them, enclosing details of the Pantomime and explaining how the money was spent.

Our electricity supplier is one of the nine smaller companies which have gone into administration. Our account has been taken up by Scottish Power. Charlie has been in contact to ensure we do not end up on a standard tariff and has negotiated a three year deal. This will cost about £50 more but with a larger and more stable supplier.

PPL PRS have sent their bill for the six months ending 29 Sept. Details of modified Tariff LP have been circulated to the committee. This would appear to cover pop concerts in large venues and at festivals. Most of our live music events are covered by Tariff T. The discount form for the panto has been submitted.

Thanks to all involved in the panto; a great success artistically and financially and for the involvement of so many youngsters.

5. Coordinators' reports

Technical: The extra LED lighting has been installed and used in the panto. Training Programme is in progress to demonstrate the new software to the projectionists. We are still investigating the installation of heating in the front lobby for use during shows but the option of an infra red heater is costly

Artistic: covered in Item 6

6. Artistic Coordinator Matters

Ticket prices for "This Girl Laughs..." were discussed. Decided that our normal £8 and £4 would apply. It was felt that if we were moving towards offering a family ticket this would be better applied to a panto.

It was decided to try one more comedy evening if backed by Support for Ambition funding. Thereafter assess results.

It was felt that Brandon Barrett might work best as part of a show rather than being the act for the whole evening. More discussion needed. Just a note that hypnotism acts are specifically excluded from our licence with the Council. A special licence is required.

7. Advertising & Publicity

We need a discussion involving Sandra about the number, effectiveness and distribution of posters.

8. SSE Grant update

Claire reported that the advert for the Youth Leader had produced several replies. After the closing date she will contact all candidates. The applications will be processed with a view to interviews after Christmas and a start on the programme in January. Several of the youngsters from the cast have expressed interest in the course.

9. Workload distribution

Chris, Claire and Norma have offered to deal with the hosting of Incoming Shows and Private hires. Training will be given as to which parts of our equipment can be used. This to avoid potential damage or disruption to our own events. It was suggested that having our own "Acting Producer" would be useful so that one person is overseeing the Get In, the show and the Get Out together with liaison with the Producer of any of our own shows being rehearsed.

10. AOCB

Following a meeting on 10th December, two plays have been selected for performance, Dark Road by Ian Rankin for the Autumn which Chris has offered to direct and Tally's Blood by Ann-Marie-di-Mambro for the Spring which Norma has offered to direct. Dates required and enquiries about licences. If there is a problem with either of the licences Janette is willing to direct a Liz Lochhead play "Perfect Strangers". Also agreed that "Elsie & Norm's Macbeth could be considered for spring 2020 as this is a two hander requiring a lot of time to learn the lines. Nottingham Lace Market Theatre have expressed interest in coming to us in June, more details are awaited. Isosceles have approached us about two shows for May 23rd to June 4th. Songs from Ireland or Vicky and Assassins, cost likely to be £450

AOCB (cont.)

Margaret is unable to continue as raffle coordinator. Ruth has offered to source prizes and Janette has offered to manage the rota. A card is to be sent signed by the Trustees and committee.

Tickets for the matinee films in 2019 are to be sold on the door.

The printers at the TIC belong to Roy. Martin plans to meet to discuss and to thank him and George for all their support and deliver a gift.

PVG clearance is to be extended to cover adults. The two drivers are to be included. Our insurers are to be contacted to ensure our cover is adequate.

It was agreed to open the theatre on Auld Year's Night up to mid-night, for a members' social evening.

Date of next meeting 8th January 2019