

Minutes of Big Bad Wolf Children's Theatre Company

6 October 2013

Dobbie Hall, Larbert

Present: Grant, Iain, Agnes, Karen, Emma, Vivien, Linda, Lynn, Hilary, Kathryn, Shirley, Fiona, Tracey, Susan

Apologies: Colin

Agenda Item	Action
Welcome	Grant welcomed everyone to the meeting and especially our new member Emma!
Christmas Lights	We now have dates confirmed. 16 November - Bo'ness/Grangemouth. 17 November – Falkirk. 30 November - Denny/Stenhousemuir. Gavin is ok with those dates. Agnes suggested selling hot dogs to the kids after the Falkirk switch on again this year. Iain will borrow the hot dog machine. Agnes has replied to Mary Jane Armstrong to say BBW available for the dates. Agnes will email out for volunteers to take part in Bo'ness/Grangemouth and Denny/Stenhousemuir. Falkirk is mandatory for members and is during a rehearsal at Erskine Church.
Care Homes	Gavin is happy to move the care home visits to a Tuesday. Harley Court have requested 17/18 December. Burnbrae House have also requested a visit. Fiona has been in touch with Asda and they have offered to have the kids in to sing on 16, 19 and 20 December. Also a bag packing slot on 27 December from 11am until 4pm. It was agreed we would limit the Care Home visits to two this year to allow for the Asda events as well. As there is a rehearsal scheduled for 20 December it was decided to take Asda up on their offer of 16 and 19 December. Agnes will email out for volunteers for the Care Homes, Asda and bag packing. We hope to run through the care homes spot a couple of times in Asda, suggested 7pm and 8pm. The Asda dates will have to be checked with Production Team. Fiona will check with Asda if we will be allowed to hand out flyers. Agnes suggested putting a flyer in each bag when we are bag packing.
Charities Day	Karen has booked a stall at the Charities Day in St Modans Church Hall on Saturday 26 October from 10am until 3pm. We pay £25 deposit which is returned on the day. It was suggested that we run a Tombola stall. Agnes will email out to ask members to bring a donation on 18 October. Grant will be there at 10am to set up and Fiona will be there shortly after. Agnes will ask Iain Underhill if he is free to come along as Lix. Iain/Shirley will look into ordering a banner or similar for the event. Kathryn will check if she can borrow a tombola drum. Karen has books of raffle tickets.
Fundraising	Fiona suggested giving out Smartie tubes to be filled with 20p pieces, an idea given to her from a members' parent. Unfortunately due to the new construction of the tubes it will not be possible to do this as the tubes are too flimsy now. Fiona sat her exam for her Personal License and hopes to receive it soon. Hilary will; hand out collection bags for Rag Bag appeal after October holidays with a view to these being picked up early November. Fiona will put the lists up for the Christmas Hampers up after

	<p>the October Holidays. £335 was raised for Macmillan at the Coffee Afternoon.</p>
Seussical	<p>Graeme is happy to continue doing the program this year. Costume meeting went well. Hilary suggested the Production Team is informed the costumes are set now so no changes should be made. It was brought to our attention that Jojo had been changed from a girl to a boy during the week. This caused issues as the costume had already been set and parent advised. Production Team are trying to involve the kids as much as possible in the show. Iain needs a rider from Grant for Seussical. Winner of the programme design competition will receive a framed print of their entry. Agnes has ordered t-shirts for Front of House helpers. These will be returned every evening. It was agreed that these would have Wolf Pack on the back of them. Iain/Vivien have put up the lists for backstage, stage crew and front of house helpers during show week.</p>
AOCB	<p>Hilary has done stage plans for Sheila/Gavin. There may be issues with 'extra helpers'. Gavin nominated Diane as Production Assistant on a voluntary basis. This role should be an all-rounder who can fit in wherever required. Only Principle Production Team should direct or discipline the kids. We also need a rehearsal schedule. We have received complaints that it is too long for the kids to be there 1 – 5.30 if they are spending a lot of time sitting around. Production Team, Set Design, Stage Manager, Costume and Make-Up should schedule a meeting. There needs to be a joined up approach to the production. It would suit our needs better if Forth Valley College could make the set required for Peter Pan between August and December next year. Hilary will contact Iain at the college. Mrs Graham gave Agnes a contact for tuning the piano. It has since been arranged that the Tryst will have it tuned as they wish to borrow it. The Piano Tuner is current looking to source a new piano for the company as the current one has loose wheels and is unsafe. It is also unlikely to stay tuned for long. Three parents asked if it would be possible to see the accounts when the AGM notice is issued next year and asked if they were audited. Karen has agreed to accounts being issued with AGM notification and confirmed that they are audited. Marion Dixon approached Colin to ask if BBW would contribute towards Lewis's school trip to Cambodia. As the company has to raise an additional £5k to put on Peter Pan we are not in a position to contribute. Members' parents may attend committee meetings if they inform Agnes, in advance of the meeting, that they wish to attend. They will be there to observe only and may be asked to leave if confidential matters will be discussed. Vivien will arrange NODA awards for members and these will be presented on the Wednesday night of show week. Vivien will email round for details from members. This should be provided by mid November.</p>

Meeting closed at 3.30pm.

Next meeting 3 November in Dobbie Hall.