

Minutes of Big Bad Wolf Children's Theatre Company

23 November 2014

KHR, Grangemouth

Present: Grant, Iain, Agnes, Stuart, Tracey, Fiona, Shirley, Claire, Gemma, Laura, Emma

Apologies: Hilary, Steven, Lynn

Agenda Item	Action
Welcome and Apologies	Grant welcomed everyone, particularly the new committee members joining us today.
Matters Arising	<p>Linda resigned after the AGM. This brings us back down to 14 members so it was suggested that Elaine Milne is invited to join the committee. Iain thinks she will consider this and will approach her to invite her to join.</p> <p>Grant was keen to allocate vacant responsibilities to the committee as it now stands. Fiona agreed to represent BBW at NODA meetings. Two committee members will attend FDACC meetings on a rota basis. Last meeting was on 21 Nov so we will wait until notification of next meeting. Grant will attend Dobbie Hall Trust meetings. Agnes will email Grant the details of this. Stuart will shadow Iain on programme this year with a view to taking it on in future years. Laura to co-ordinate ordering and distributing Hoodie, Onesie etc. orders. Lynn will deal with the Tuck Shop. Gemma and Shirley will take on PVG from Vivien. Claire will deal with PR, Social Media, Herald etc.</p> <p>Grant has made arrangements with Deaf Connexions for the signed performance on 5 February and Larbert Rotary have agreed to fund this.</p> <p>Iain has put Peter Pan banners up at Denny Cross and Asda in Stenhousemuir. Fiona will take the banner up to Tesco in Redding and contact Julia Harkness about the banner for the Town Hall.</p> <p>Grant suggested contacting Kirsty Beaton at the Falkirk Herald.</p> <p>Gemma asked for flyers to put up at the Falkirk Wheel as her Mum is the Manager. She will also ask if it's possible to put a banner up at the Wheel until we are allowed to put one up at the Town Hall.</p> <p>Tracey and Iain will put together the Gift List in January. Lists are up for volunteers for Front of House, Backstage and Stage Crew for the run of the show.</p> <p>Agnes will contact the Falkirk Herald to ask if it's possible to get a photographer for the cheque presentations to Strathcarron, Cot Death Trust and SANDS.</p> <p>The Braw Draw and Hudl Raffles will be drawn next week. Not many entries for Hudl so far. Agnes will text out again to remind members tickets are due to be returned.</p> <p>Fiona is distributing tickets today for Hamper Raffle.</p> <p>Town Centre Management gave Grant a donation of £250 for the kids performing in the Light Switch Ons.</p> <p>There is an EGM at 4.45 tonight to vote on amending the constitution to allow for a variance of + or – 2 members on the committee.</p>
Peter Pan	Grant spoke to Gavin last Wednesday to get an update on Pan. It will be completely blocked by 28 November with a view to running the show on 5 and 12 December. It is unlikely that there will be a rehearsal on 19 December. There is no hall booked for that day. Grant will revisit this, if

	<p>no confirmation soon, to say it is preferable not to run a rehearsal that night. Ticket sales are currently 1200 over the six performances. Agnes suggested running the Facebook competition again after Christmas. It was suggested that we do a short promo video to put on Facebook again this year, running time under 3 minutes. Iain will talk to Gavin about this. Shirley will send out a standard letter to the groups list we received from Susan promoting Group Bookings. Fiona suggested these letters are sent out in March/April in future, once we know what the next show will be. Jonny has the Orchestral Score and will need a band of eight musicians in addition to him. Iain will speak to Jonny before Christmas to find out names for contracts. There is a filming licence available for this show at a cost of £100 plus VAT for archive only or £200 plus VAT for up to 100 copies. Iain suggested we purchase the full licence and will explore options for filming. There will be a charge to members for the DVD this year to cover costs. Gavin and Lindsay are producing a panto at Westerwood Hotel this year on 7 and 21 December. He asked if BBW will promote this. Agnes said, if Gavin sends her the details, she will email it out to members. Grant will talk to Gavin about using BBW name. We are no further forward on ideas for our next show. Grant has asked if everyone will keep looking and come back to him if they find anything. There will be a committee photocall for the programme at the same time as the principals. Iain will be changing the format of principal photos in the programme to allow for more photos, including group shots of the singers, mermaids and Indian braves. These will possibly be taken on a Friday night. Cast photo will be on Sunday 7 December and all members must wear BBW shirt and black trousers. Costume Parade will be Sunday 18 January and photos on 24 January. Fiona will book the Dobbie Hall for 24 January, 9am until 3pm. Jackie Hall has asked to be allowed backstage every night to administer medicine. This has been approved and Agnes will let her know.</p>
Treasurer's Report	<p>Steven was not present. There is currently around £25k in the account but we are not sure what still has to be deducted.</p>
Secretary's Report	<p>Agnes posted a cheque for £150 to Mark Storrie towards books and equipment for his course. She has received no reply or acknowledgement. Agnes will only send out the rehearsal call when she has received confirmation from Gavin. As she often does not receive this until Thursday evening the call may not go out until then.</p>
Fundraising	<p>Claire put forward the idea of having challenge coins made to mark each production. These would have the BBW logo on one side and the show on the other. They will cost approximately £5 per coin to make. This will be put to the parents at the EGM to see if there's any interest.</p>
EGM	<p>Grant explained the purpose of the EGM – to allow the constitution to be amended to allow for a variance of 2 in the committee should the need arise in the future. All 22 people present agreed to the amendment.</p>

Meeting closed at 17.00.

Next meeting 14 December.