

# Minutes of Big Bad Wolf Children's Theatre Company

24 January 16

Dobbie Hall, Larbert

**Present:** Grant, Agnes, Gordon, Emma, Laura, Evonne, Louise, Claire, Fiona, Gemma, Stuart, Shirley, Karen, Tracey

**Apologies:** Steven, Michelle

Agenda Item	Action
<b>Welcome and Apologies</b>	<b>Grant</b> welcomed everyone and said that he felt the parents meeting had gone ok. We still require a few more helpers for backstage during show week but some help was forthcoming.
<b>Previous Meeting</b>	BBW had a mention in the Falkirk Herald last week. The Herald photographer came along to rehearsal last Friday. <b>Gordon</b> has sent him some information to go along with the photo, which we are hoping will be in the Herald this week. <b>Agnes</b> said there had been around 14,000 views of the Facebook competition. It will be drawn on Friday. We are not proceeding with Scotland on Stage awards as the Production Team are too busy in April to be able to put something together for the event. <b>Louise</b> had been in touch with Central FM and will put information on their local events page this week. <b>Evonne</b> handed out flyers at the Young Americans event in Grangemouth Town Hall last weekend. Ticket sales data circulated by <b>Agnes</b> does not include VIP tickets, tickets Sheila has to sell at her dance classes or group bookings. <b>Claire</b> emailed all schools attended by BBW members. Braes High said they would forward show information around school. No response from any other schools. <b>Fiona</b> had contacted Julia Harkness regarding siting the banner at the Town Hall. We now need planning permission to put up a banner. <b>Fiona</b> was going to apply them found out that it would not be put before planning committee until meeting in March, too late for this year's show! <b>Fiona</b> suggested applying in October for next year's show. <b>Laura</b> offered to call McDonald at the Retail Park to ask if it would be possible to site the banner from the Wheel there. <b>Emma</b> suggested putting the banner up on the gate of their field in Torwood. All agreed this was a great idea. <b>Gemma</b> will pass the banner on to <b>Agnes</b> . <b>Fiona</b> said that the barriers to the rear car park at the Town Hall are lifted at 4pm on a Friday night so it is possible to park there on Saturday. The front and side car parks are still pay and display. <b>Agnes</b> will email out to let everyone know. <b>Stuart</b> will receive the programmes next week. He is still chasing up a couple of onscreen advertisers. <b>Agnes</b> suggested that Chris and Nadine are given an onscreen advert to thank them for moving the Voicejam show and recording session to suit BBW rehearsals and show. <b>Agnes</b> has managed to order a suitcase from Chloebella bags for BBW make up in return for an onscreen advert. <b>Grant</b> will speak to <b>Steven</b> this week to try to get the cheques required for show week in advance. <b>Grant</b> will also ask <b>Steven</b> to bring the pay in books. Sound and Light will be paid once we receive their invoice.

	<p>Musicians are paid on the Saturday night.  <b>Agnes</b> asked if BBW has received the cheques for performing at the light switch ons.</p>
<p><b>All Shook Up</b></p>	<p><b>Gavin</b> contacted <b>Grant</b> during the week as he had spoken to Brian Duff at the Town Hall. <b>Gavin</b> has given <b>Grant</b> the sound and lighting quote for the show this year. £9000!!! We have no follow spots this year as the Town Hall now charges £600 for this and we cannot use our own operators. <b>Gavin</b> had another quote for sound and lights but it was more expensive. <b>Grant</b> suggested that <b>Gavin</b> was given a budget for sound and lights next year which must be adhered to. <b>Grant</b> said <b>Gavin</b> will be told the financial position at the start of the next term and will be given a budget to work to. <b>Fiona</b> suggested that the spec is sent out to other companies to quote on. Not to change now but just to get prices. <b>Agnes</b> suggested that <b>Gavin</b> should be told there will be a light and sound budget next year. <b>Laura</b> suggested that the <b>Production Team</b> should come to the committee with their proposals and not have free reign with costs. The company cannot sustain spending as is. Budgets must be stuck to. <b>Emma</b> queried how the use of smoke machines will affect the audience, especially performances where there are a lot of older people. <b>Grant</b> suggested tweaks are made to the use of the smoke. <b>Grant</b> shared the breakdown of the sound and light costs. It was agreed that <b>Grant</b> would ask <b>Gavin</b> to remove the smoke machine and challenge the cost of spot light replacements.</p> <p>The Sunday and Monday dress rehearsals will be filmed. It was felt that the quality of the filming was not good last year so Iain has been asked to co-ordinate it for this year.</p> <p><b>Gordon</b> has the band contracts ready.</p> <p><b>Grant</b> spoke to <b>Gavin</b> about the Elvis costumes the boys were asked to buy.</p> <p><b>Agnes</b> will let the band know there will be no catering provided for them on the Sunday.</p> <p>It was agreed that show programmes would be £2 this year. <b>Gavin</b> said that if anyone misses any of the rehearsal on Friday night they may be pulled from scenes rehearsed or put in the back of the chorus. <b>Karen</b> said that Isla will be late. <b>Agnes</b> said that <b>Karen</b> should be aware that Isla may be put to back of chorus. If that's the case it should be across the company. <b>Grant</b> said that if someone is genuinely ill they should not be penalised. <b>Agnes</b> said that some kids had already been told that they would not be in some scenes as they had missed too much. <b>Louise</b> said we need to make a decision regarding commitment. <b>Grant</b> suggested that we carry this issue forward to next year.</p>
<p><b>AOCB</b></p>	<p>The Dobbie Hall was not open for photographer arriving on Saturday, even though the hall was booked. Also, there was no heating on on Saturday or Sunday when <b>Agnes</b> opened up. We had to share the kitchen today and the kettle was taken to the Rotary Hall so we had to use the urn. <b>Agnes</b> was asked to let someone into the kitchen today to pick stuff up which had been left last night. <b>Fiona</b> will email Len as we were asked to pay extra costs but are not receiving any discount when facilities being shared or not available. Pizza orders are all ready to be sent to Dominos. Everyone has to pay for their own pizzas on the Sunday. BBW will not be covering any costs.</p> <p><b>Claire</b> has M &amp; S food on order for VIP night.</p> <p><b>Agnes</b> and <b>Shirley</b> have food for set up Saturday in hand.</p> <p><b>Tracey</b> and <b>Grant</b> have the gift list in hand.</p> <p><b>Karen</b> said that Blair should be told that he will not be paid for Stage Manager this year. <b>Grant</b> said he had already spoken to him. <b>Grant</b> was surprised that this was brought up</p>

	<p>by email after the last meeting as he said we had already agreed to take it forward to next year.</p> <p><b>Grant</b> has received an email from the Lord Lieutenant's Office inviting BBW to nominate two people to attend the Garden Party at Holyrood Palace on Tuesday 5<sup>th</sup> July.</p> <p><b>Fiona</b> suggested <b>Grant</b> and <b>Agnes</b> attend. <b>Grant</b> said he'd been before so felt someone else should have the opportunity. <b>Fiona</b> nominated Agnes. All agreed. <b>Agnes</b> is happy to go provided she can get time off work.</p>
--	---

**Meeting closed 4.15pm**

**Next meeting – TBC**