

Minutes of Big Bad Wolf Children's Theatre Company Sunday 11th November 2018

Present: Agnes, Louise, Paul, Gordon, Candice, Diane, Gillian, Gillian S, Gemma, Susan, Renatta, Brendan, Stuart, Lynne, Heather

Apologies:

| Agenda Item | Action |
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| Welcome and previous minutes | Minutes were agreed from previous meeting. |
| Correspondence | None |
| Office bearers | Office bearers were re-elected. Agreement was made for Agnes to remain secretary - Louise agreed with the motion and Paul seconded the motion. The motion for Gemma to remain Treasurer was proposed and supported this and Candice seconded. |
| Rehearsals | The parent rota will be sent out in the following weeks. It was suggested that parents were given clear guidelines on what their duties within the rota - tuck shop, register, taking envelopes, supervising members and responding to any issues, supporting the production team by ensuring all the children are focused and quiet during rehearsal. |
| Fundraising/concert party | Potential Tesco dates discussed. Preference for Thursday 13th and Wednesday 19th December were proposed. Diane will follow up with Tesco and confirm dates. Concert party planning to perform at the Falkirk Wheel. Gemma will organise but is trying to get a date at the weekend and within an early slot when it would be busiest. 17th December, concert party will perform at New Carron. They will also perform at Grangemouth Town Hall as part of the memorial commemorations. It was questioned whether a piano would be required. It was discussed that a smaller speaker might be better. |
| Footloose | Quotation from Matthew for sound and lighting is £7,595.73. However, there are features of the sound and lighting that are included in the FTH contract. Liaise with Ronnie and negotiate with price. Regarding any changes the sound and lighting believe are necessary, it is to be made explicitly clear to the company that all changes must be addressed and approved to the committee. Stuart will send on the spreadsheet of the timeline for the programme and Diane and Paul will meet to discuss further. Tickets are ready to go on sale so Agnes will send out an e-mail informing parents that tickets can be booked for members, committee members and production team. There will be separate email address to book tickets. Susan will sell the tickets from row A until there is confirmation from FTH regarding seating. If accessible spaces are required, Susan is to be contacted directly. Susan asked for the laptop to enable her to book tickets. Not all committee members use Messenger so it was agreed for a WhatsApp group to be created to allow all members to communicate between meetings. |
| Future shows | Rights to Copacabana to be signed by Louise and witnessed. In terms of planning for 2021 show, there is a lot of additional information that is required. Louise will follow up. |

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| AOCB | <p>Check sound with Lesley for Christmas light switch on as children were not heard last year.</p> <p>After show party confirmed - £88 for the hall hire at Bowhouse.</p> <p>Noda awards- e-mail to go to members with Renatta then following up.</p> <p>Ian is maintaining the website at the moment but feels that someone who is more involved with the on goings in the company should take on. Gemma suggested that Brian may be able to take this on and would ask him.</p> |
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Next meeting –Sunday 25th November 2018 at Bowhouse Community.