

Minutes of Big Bad Wolf Children's Theatre Company Sunday 20th January 2019

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

Apologies: Heather, Renatta, Gillian W, Sandra

Agenda Item	Action
Welcome and previous minutes	<p>Minutes were agreed by Gillian S– seconded by Gemma</p> <p>This meeting is to primarily see what needs done before Footloose show and ensure everything is in order</p>
Correspondence	<p>Two members have dropped out, one of whom did not pay fees/ missed a number of rehearsals. When messaged, one did not respond, the other said they had unintentionally missed rehearsals, as they had not been receiving text messages. It was decided not to continue with their membership.</p>
Footloose	<p>Set - Gillian and Alison were in at the workshop painting last week. Finishing touches are required but Gordon is confident it will be finished. Star cloth for bridge is now being used. Cloth coming to Louise's work on Thursday so she will bring it along. Gillian's husband to transport the set in the van (may need a few runs).</p> <p>Saturday morning - Gillian to collect rolls and Stuart to collect Butcher meat. 60 rolls to be bought. Milk to be bought throughout the week. Napkins, butter, sauce to be bought. Grills to be brought along. Diane to bring tea, coffee, etc. to give to Gillian. Get in - Volunteers needed for Saturday from 9am at Town Hall. Agnes will send out a message asking for further volunteers.</p> <p>Louise will bring along bands. It's very short for helpers for dressing rooms for Saturday night so some people from front of house will be used to support backstage.</p> <p>Saturday morning - bring in raffles. Plenty of raffle prizes. Football - £1 a ticket and will run all week. Steward training 6.30pm on Monday (dress rehearsal). Agnes will send out a message to inform them of this training. Town Hall cover first aid.</p> <p>Pizzas will be labelled with children's names on them - Lynne to do. Louise to send M&Ms a message to finalise pizza orders.</p> <p>VIP night - Brendan to organise. Will buy and give receipt to Gemma.</p> <p>Noda awards all organised. Cost £4 to laminate so we will laminate ourselves.</p> <p>Programme - all ready to be sent to printers. £2 pound each or 2 for £3 pound. Mental Health advert discussed as one organisation did not get back to us. It was decided to run with it as it was felt they would have made contact if they were objecting to the signposting to their service.</p> <p>Gifting - Alison, Shirley, Ian, Ronnie, Bob - vouchers. Alison to also get flowers. Also invite Alison to VIP night. Louise to share Alison's details with Agnes. Louise to buy Amazon vouchers - £25 agreed</p>

	<p>No official photographs had been organised so Gemma made contact with potential photographer from Stagefix with the option to have all photos taken on USB format or DVD. Stagefix confirmed during the meeting that they will take stage photos on Monday evening and will be there at 6.30pm. Photos can be printed from USB/DVD– no copyright. Gemma will make a new form to be given to members to place orders. Agnes shall text members to say what we are offering instead of the traditional photos made available. Bob will record on Monday and Tuesday rehearsals so that DVD can be produced this year.</p> <p>Ticket sales/advertising - Tuesday and Thursday sales are still not half way. The rest of the nights are at least half sold. Gemma will do sponsored Facebook advert to boost the Tuesday/Thursday sales. Susan will get in touch with previous customers. Posters to be put up. Members to be asked to share BigBad Wolf Facebook posts. Tickets on sale at front of house as well. Susan will update ticket sales today. Gillian to take banner up to the town Hall. Agnes will message Gillian regarding details. Falkirk Herald article is in. Flyers can go home with children. Unfortunately, only one patron has shared the Big Bad Wolf Footloose advert. There has been no other activity in supporting the company. This will be discussed at a further meeting.</p> <p>Lots of older children are expected to leave after this session but lots of interests from new members have been expressed.</p> <p>Stuart to organise adverts for half time. Two advertisers who have remained committed to taking out an advert will be given a free screen advert to thank for their loyalty. Businesses who helped with Bingo night are to be thanked on screen (list in the programme – include Falkirk Wheel).</p> <p>After show party - need disco for 16th February. Louise to contact Renatta to ask if she can book the karaoke/ disco. Photo booth to be booked - Agnes will price. Raffle discussed for this night from the selection of prizes donated.</p> <p>Key for Bowhouse given for next year. Louise to take keyboard home.</p>
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Next meeting – Feb/March 2019, debrief meeting: date TBA.