



# BIG BAD WOLF

## CHILDREN'S THEATRE COMPANY

### Minutes of Big Bad Wolf Children's Theatre Company Committee Meeting

Sunday 6<sup>th</sup> October 2019

Present: Sandra, Susan, Louise, Gillian, Gordon, Paul, Brendan, Agnes, Stuart, Candice, Heather

Apologies: Gillian S, Lynn,

Minutes taken by: Heather Riddoch 6/10/2019

#### Agenda Items

##### 1. Minute Taking:

**Action:** Gillian MacDonald agreed to take on as committee role, will be done in form of action points.

##### 2. Correspondence :

Advised of various emails. One included request from former member asking for a refund of fees, which was declined. In addition, same member asked to re-join cast, committee agreed not able to agree to this as unfortunately has now missed too many rehearsals.

Advised of an email from a cast member who will not be returning as missed too many rehearsals.

Many emails from parents enquiring about DVD's of last show.

Email from FTH re consultation meeting on Tuesday 8<sup>th</sup> October 2019.

**Action:** Louise will try and attend.

##### 3. NODA : Heather Riddoch will replace Renatta Brockie with organising Noda awards.

**Action:** HR to liase with RB re this.

Ronnie Davidson's 20 years award

**Action :** Gordon to discuss with his sons, to find out what shows he has been involved with,

##### 4. Programmes: Request to help Paul with this

**Action:** Stuart will help and chase adverts.

Agreed to charge same cost as last year

Paul will attempt to complete flyer this week.

Susan requires art work for tickets.

5. **Synopsis** : Lyndsay Dowell to provide.

6. **Fundraising** : Request for help with this. Need someone to take over Tesco dates etc

**Action:** Gillian MacDonald will do this. Dates in December TBA for Howgate, Falkirk Wheel, HR suggested looking at getting a spot in the Thistles shopping Centre to help boost ticket sales.

7. **Raffle Prizes**: SJ will bring in last years stock for 3 Kings Fundraising event.

8. **Web Site**: Louise's husband has been volunteered to improve BBW site, will need admin access. Gordon will email previous access holder.

9. **Hampers**:

**Action:** Sandra to take over organising this, HR advised she would also help.

10. **PVG's** :

**Action:** L Harland advised all committee members to have PVG's for BBW. Await further advice re application of this.

11. **Show Tickets** :

Go on sale from 20<sup>th</sup> October 2019.

SJ requested artwork, synopsis & floor plan. Once collated will be good to start sale of tickets.

Price of tickets to be the same as last year.

Committee agreed that Tuesday & Wednesday night would be buy one, get one free.

Tickets will be available on website, ticket master page, and at rehearsals

12. **Advertising** :

SJ suggested ticket master website.

Discussed Primary Times. ? Competition for Primary Schools to win tickets for a class

**Action:** Brendan will make enquiries and lead this.

Ask Alison McBride re contact for Guides & Brownies

Gillian will contact Central FM

Ask if Steven Purdon could do a voice over advert

HR will ask if Radio Royal can promote

13. **Sound & Lighting**: Lyndsay has a meeting on 20<sup>th</sup> October 2019. Costs TBC.

14. **AOCB** :

Dressing Rooms- Louise will ask some parents to be 'lead' for each room (will require 2 leads per room)

DVD's – Louise will ask Lyndsay re Footloose one

Gordon will ask Jacqueline re filming this year

Photos- Paul to ask Sharon re this & Luke re editing

Committee agreed photos can be taken on Sunday before the show, stage will be set up and could be used as backdrop.

Filming- Committee to get costs from dance schools

Panto Trip- Promote ticket sales

We Will Rock You- LH asked J Graham re additional charge for show due to adjustments required with score. Committee will agree at a later date re limits of payment for this. Deposit to be paid for show tomorrow.

Workshop in Grangemouth- Committee happy for Gordon to sign lease if deemed suitable

Hire of Footloose set- Committee agreed to let this be hired. Cost TBC.

Gift for Choreography- To be split in half between Emma & Heather.

Committee Members – Add an addendum to minutes of AGM with current members and nominees which were recently emailed to Agnes.

Drop off & Collection of cast members- Parents are required to come into rehearsal area. Agnes will send a text to all parents requesting this.

Show Sponsor- Agnes will contact Belinda

Next meeting Date : 27<sup>th</sup> October 2019