

**Minute of 2006 / 07 Committee Meeting #1
held on Monday 13 March 2006, at The Illicit Still.**

Present:

Anne Herbert (President)

Andrew Brebner (Administrator)

Kate Friday (Webmaster)

Paul Tierney (Co-Musical Director)

Emily Bidwell (Outgoing President)

Ron Martin (Vice-President)

Brian Gunnee (Administrator / Co-MD)

Victoria McLean (Treasurer)

Nichola Alexander (Director)

1. Handover Business, Signatories

- As the 2005 / 2006 committee are technically in charge of the society until the end of the summer term, no official handovers or signatory changes are to be adopted at this time.

2. Committee positions and responsibilities

- Anne proposed that Ron's remit as Vice President should include Social events organisation, and Ticket Manager duties. Ron accepted these duties, with the proviso that he will be on placement shortly before week of show, and Brian commented that he and Victoria would be able to help out closer to the show with ticket matters if required.
- It was proposed that the two Admin positions' duties should be split into Admin 1 (Publicity / Poster / Programme) and Admin 2 (Sponsorship / Fundraising). This division was agreed, with Andrew taking on Admin 1 duties and Brian taking on Admin 2 duties.
- It was agreed that all Committee members should keep a brief record of their monthly tasks and responsibilities, to assist their successors next year.
- It was also agreed that a small booklet could be prepared in advance of next years AGM, with details of positions and responsibilities.

3. Summer Term schedule

- It was suggested that a show could be rehearsed for performance as an 'intro to the society' showcase at Freshers Week, to attract new members and demonstrate what the society is all about. This could take the form of a remounted Concert, using the same personnel and programme as the earlier Ferryhill Church concert, subject to availability of the singers. Another option is to rehearse Trial By Jury. Either of these options could be staged in the Arts Centre bar.
- Torch Parade is being held on Sat 29th April. Interest is again continuing in G&S having a float in this parade, as a good social event and profile raiser for the society.
- An email will be sent out by **ANNE** to gauge interest from existing members in all of the above.

4. Fundraising Approaches

- It was felt that more needed to be said on a weekly basis next term to ensure members took their fundraising responsibilities seriously. **ANNE** agreed she could do this.
- It was suggested that each Committee member be assigned responsibility for a "Team" of cast-members, containing a mixture of old and new society members. These teams would have a communal responsibility to fundraise, distribute flyers, sell tickets, socialise as a unit, etc. It was felt that this would be of benefit in helping to spread the load of fundraising, sales and distribution amongst a small group, and aid in socialising of new members, & healthy competition between the groups. There could also be potential of awards for best group result in selling etc, and a 'worst group' booby prize. Details of Group progress could be announced weekly, and put up on the website as another incentive.

5. Website

- **KATE** has agreed to look into putting up a Bulletin Board section for society members to put out requests, queries, thoughts, etc, to save putting too much burden on the mailing list.
- It was suggested that the website should be split into a 'public' area and a 'members only' area.
- **ANDREW** offered to assist Kate in the above, if she so wished.
- **KATE** and **BRIAN** are to liase in the creation of an Archive section for the site.
- It was noted that regular updates (e.g. latest Team results) and weekly emails publicising 'what's new' on the site would increase members use of the site.

6. Constitutional Reform

- **ANNE** had a number of clarifications and changes to propose to the society Constitution.

These included :

- Making the society's financial year run throughout the Academic year.
- Producing appendices to the Constitution with accounts details, committee job descriptions, and voting procedures.
- Allowing all fully paid up members of the Society a vote at the AGM.
- If a nominee is not successful in an election process for a specific post, they are entitled to stand for another position on the committee.
- An alteration of the current AGM procedure where private discussions take place on suitability of candidates with nominees out of the room. It was suggested that a proper 'Questions from the floor' process take place after each nominee has given their pitch, to allow members the chance to assess the suitability of candidates, allowing for a fairer and less purely 'emotive' vote, and also more transparency of candidate suitability.
- It was decided proxy voting should not be allowed, to give all voters a chance to hear the candidates in person.
- **ANNE** is to redraft the Constitution with the above changes and circulate prior to the DVD showing. The intention is to have a EGM just prior to the DVD to go over these changes and have the altered Constitution approved (or otherwise).

7. Social Ideas inc. 30th anniversary party

- It was felt that next year's social events could be of more variety than weekly pub trips. Amongst those suggested for the summer and next term include a Bowling evening at Sunset Boulevard, a barbecue, or an concert evening by Oceans 3. Theatre trips were also suggested. In the first instance, **RON** is to contact Chris Wallace regarding a bowling evening.
- The 30th anniversary party is being arranged by Shirley and Kevin, and the Committee will need to liaise with them to check on progress of this.

8. Torcher

- As noted in 3., an email will be circulated by **ANNE** to gauge interest.

9. DVD Showing

- Production on the DVD is continuing, with more footage to be edited into place. It is hoped to hold the showing (& attendant EGM) as soon as possible. **NIKKI** has offered to provide a buffet for this event.
- Production on the Sorcerer DVD is held up because of a lack of suitable hardware to transfer the material. **ANDREW** suggested if he was given the requirements, he could look into whether his employer (being a producer of DVDs) could provide the necessary hardware to accomplish this after hours, if required.

10. AOCB

- A suitable rehearsal venue needs to be decided upon a.s.a.p. It was generally felt that the Arts Lecture Theatre was not a popular venue and should not be used again unless no alternative is found. Marischal College would be the favoured venue, though the building will be closed over the summer months for roof repairs, and will be closed for 2 years as the City Council move in.
- **PAUL** suggested the McRobert Lecture / Room 055 as a venue. The Arts Centre itself could also be a venue, given the rooms are free and the cost is not too high. Suggestions are still sought regarding rehearsal venues, however.
- A contact list of Committee email addresses and telephone numbers is to be circulated by **ANNE**.

11. Date of Next meeting.

- The Illicit Still (Upstairs) on Sunday 26th March at 19.00

There being no other competent business, the meeting closed at 21.15

Andrew Brebner