

# S.A.C. Directors Meeting 16 July 2018

## Minutes

1. **Open Session**-none.

2. **Apologies for absence**:-Richard Lloyd, Richard Longfoot, Amber Harrison and Ruth Drewett.

3. **Minutes** were agreed and signed.

4. **Matters arising**:-

a) Bar:- Licence holder:- J.C. to speak to Jerome.

J.C. to send bar accounts summary to Geoff.

b) Marketing:- Amber will set up a template-she has spoken to Jerome re "Mack and Mabel"-marketing should present a corporate image. Various "tricks" using computer and printer together-training will be given.

c) Phase 4:-20% refund received from P.W.C.R.

d) Live screening:-team to drive this will be Kevin H, Paul Schilling,

Richard Lloyd and John Baldwin.

Motcombe already show opera and ballet:-leaves us with music and drama.

We would have no choice of dates/time.

Our sound system will need tweaking:-projector is adequate.

Possibility that Tesco will give £4,000 through their Blue Disc

scheme:-possibly in 12 months time.

Hopefully Town Council will come in with £4,000.

Shortlisted with Hall and Woodhouse:-we have asked for £2,000.

e) Churchill have paid (for their advertising??).

f) Kevin to look into possibility of reducing credit card charges.

g) Kevin produced audience figures for last 12 months:-showed some 100% sell outs.

Civic Society meeting not well attended.

h) Head Teacher of Shaftesbury School has met with (Jenny??):-two performances of "Midsummer N's D" planned as part of the Shakespeare Festival for schools:-dates to be confirmed.

i) Does anybody know the whereabouts of the gazebo for use at Gold Hill fayre?

j) Agreed that the "pull up banner" would be best positioned by the front door when we are closed:-unanswered questions as to who would put it there.

## 5. Treasurer's Report.

Geoff Hilighted that we were £2,500 down over last 10 months.

Explained the various sections of the pie chart.

Reference to ?% needed from events as contribution to overall running costs.

Discussion re when M & D should pay for the performing rights for

productions. Must be part of the show budget submitted to Directors.

Geoff investigating possibility of changing gas supplier.

Discussion re programme advertising payments.

Terms have been agreed with Louise P. re her work in sourcing funds for us from various sources.

**6. Governance, Policies and Culture, Amber--Corporate image, posters etc.**

Agreed to leave until Sept: meeting.

**7. Phase 4 update.**

Generally dealt with in Matters Arising.

**8. AGM.**

Fixed for March 11th 2019.

Discussion re how we achieve/attract a quorum/inconclusive.

**9. Reports.**

**Gallery:**-first Gallery newsletter appreciated.

There were GDPR issues in some areas of Gallery management.

Cleaning issues raised.

J.C. to speak to Andy B. re the non functioning heater.

**10. Parking fees and volunteer percs.**

The F.o.H. team already are entitled to a glass of wine or an ice cream when they are on duty. This perc is not transferable to a third party.

Inconclusive discussion re tickets for volunteers/occupying empty seats/an evening for volunteers etc.

#### **11.Teams needed.**

Ice Cream:- S.C. & J.C. would like to relinquish responsibility for ordering and maintaining ice cream stock. New person/team needed.

Phase 4 team to be revived.

Possible Security Team:-no discussion on this.

#### **12. Other items raised.**

Agreed that a wheelchair and Carer space must be available when seats are removed:-problems arose through lack of provision in

"Mack & Mabel"

J.C. to contact Guys Marsh re P.A.T. testing and cupboards/shelving.

**Date of next meeting 17 09 18 at 6:30**