**MERMAIDS PUBLIC MEETING MINUTES**

**6:00, 1st FEBRUARY**

**LARGE REHEARSAL ROOM**

1. Attendance

     -1.1: Joanna Bowman (President), Natalie English (Vice-President), Cat Scott (Secretary), Ryan Hay (Costumes Officer), Danielle Donnally (Technical Officer), Charlie Maguire (Barron Manager), Laura Antone (Productions Treasurer), Al Gillespie (Engagement Officer), Annabel Ekelund (Box Office Manager), Ali Saldanha (Ball Convener), Fleur Kronenberg (Fringe Rep), Accidental Death, Animal Farm, View, Blue Stockings, Contaminated, Delay Detach, Dr Faustus, Educating Rita, Epicene, Lady gwen, Parlour Song, SAND, Shakespeare Syndrome, Mikado

2. Apologies

     -2.1: Beth Atkin (Marketing Officer), travelling, Michael Laird (Productions Co-Ordinator, trapped on the Forth Road Bridge...or not!

3. Minutes from Previous

     -3.1: On the Mermaids website

4. Matters Arising

     -4.1:

5. President’s Report

     -5.1: Passed three shows for the Fringe, Delay Detach, The Mikado and Shakespeare Syndrome, Parlour Song congrats, first social of the year, this week proposals for final Byre slot and Shakespeare Festival – deadline midnight tonight, devising workshop on Sunday, RAG Week, Lady Gwen - a pound from these tickets go to charity, tonight for free it’s Blind Mirth, talking about setting up a devising society, Honours Board for In the Wings award in the Barron, review about academic flexibility – no essays in show week possibly! Last SSC meeting – first draft of election rules put out – encourage people to run for Pres, e-mail Jo to find out more

6. VP’s Report

     -6.1: Fringe took up a bit of time, board for the Barron (in the wings award), first meeting about Seashells just happened

7. Productions’ Treasurer’s Report

     -7.1: All shows have a bank account, should have all funds – purchases through me, Jillian and Union

8. Production Co-Ordinator’s Feedback

     -8.1: Says he is happy with things – long message – what did it say? Proposals def. tonight by the way

9. Subcommittee Reports

-9.1: Fringe – Passed three shows, very excited, all just starting up, really happy

10. Show Discussions and Feedback

-10.1: Accidental Death of an Anarchist: Issue with inspector but recast, want to ask Michael for rights, all is well

-10.2: Animal Farm: Going well, final e-mail from accepting roles, all cast, scheduling first read through soon

     -10.3: A View From The Bridge: Sent it AT application, to stay and chat about, have had a couple rehearsals, asked Michael for list of producery things for the Byre, get into the Byre to look, Jo will send e-mail, saw Snapchats, looks great

-10.4: Blue Stockings: Lot of fun rehearsing, nearly got all costumes thanks to Ryan, Danielle super and answered lots of questions re: St.Age, will go to ENTS meeting on Wednesday, having a social soon

-10.5: Contaminated: Finally have a full cast two weeks before the show, it’s fine, rehearsals, all good

-10.6: Delay Detach: Doing well, contacted team, all 100% in, everyone’s excited, plan kicks in post-break

-10.7: Dr Faustus: Going well, when is deadline? Meant to be 24th Feb, Jo will send another chivvying e-mail, fully cast now, readthrough hopefully on Wed, cast in the process of accepting – reminder send cast lists to Michael

-10.8: Educating Rita: Thurs 6-8, Fri 2-4, event will go up tonight or tomorrow

-10.9: Epicene: Halfway through the text, working on expressions people don’t know etc, put it on its feet next week, none of the cast have dropped out

-10.10: Lady Gwen & The Green Man: All on schedule, will probably be under budget can reuse things from the Netherlands, some prices lower than expected, not stressed atm which scared me, perfectly happy – Fri & Sat

-10.11: On the Edge of Falling: Charlie says they are rehearsing now

-10.12: Parlour Song: Yay, we did a show! It wasn’t terrible and we got good reviews, Cate has receipts for Laura

-10.13: SAND Festival: Going well, Postgrad One Act Night soon, should be fun, call out for first scratch night soon

-10.14: Shakespeare Syndrome: Still sinking in, very happy to be passed, have a to do list

-10.15: The Mikado: Really pleased, hope to audition end of Feb in Younger Hall, started Shakespeare fest rehearsals, dress rehearsal on 20th April in Barron? Will let know after Wed/when proposals are all in

11. Committee Business (public)

       -11.1: Cakes for RAG Week: Part of a group trekking to Kilimanjaro, hope to raise 13000 pounds, hope to do intermission cake sales, is that something we would be up for?  
We did one last year and it went well – could pull together for this week – don’t have food safety documentation but could label things re: allergies – uni trying to crack down, Charlie can try and sort this out – suggested donation a way out of uni legality, will come up with some solution in the Barron on Friday as to where it could be set up, LG can change interval time to allow for this if test run this weekend, would be happy to provide that for shows that want this service, Jo has asked RAG Week about this, they haven’t got back yet – cf57 – find out which shows have intervals, get in touch (Jo will)

Cate: Devising Society – Oli and Cate forming a troupe similar to SAND, devising theatre, teaching students, cool for that side of theatre to get attention/give experience – work similar to BM, affiliated, a couple producers for admin, audition to get in for academic year, auditions every year, met with Jo the other day so has lots of info, will be just outside if we have questions when discussing in camera

View – AT: Passed for two nights, applying for another night, ask Byre to hold onto slot, crew have been discussing applying, confused because of website dates, sent application via email and cc’d Laura, next time let us BEFORE APPLYING, Jo will ring the Byre, also will e-mail Nicola

Ryan still has costumers looking for things – there are people looking to be part of teams. Danielle – needs risk assessment from Contaminated soon. Come to the workshop, come to Lady Gwen!   
Need reviewers? Annabel will contact them all – directors/producers don’t need to contact them  
Laura has list of backstage folks/stagehands – list will be going to Michael but if anyone here wants them!

**END OF PUBLIC MEETING**

12. Committee Business (in camera)

AT – Discussed the issue of multiple shows seeking third nights from Antony Tudor. Concluded a show must ask permission from Mermaids in order to apply as it affects our return on investment and break-even. Mermaids needs “to be more than self sustaining in order to put on bigger productions, host festivals, and enjoy socials etc.”

Byre Proposals/Wed – The new profit split in Byre contracts raises break even considerably – it’s too late to overhaul some of Weds budgets. Laura will switch all Byre shows to profit split on Wed, leaving them on a very even playing field.

-12.1: The Barron (Charlie): Over the weekend a user of the Barron used the toilets, left a lot of mess – footprints – climbing on windowsills/toilets – issue has been handled. Will be doing Barron clean up soon, back up onto spring break – looking at 6th March, one day into elections week, will be throwing away a lot more stuff, will be doing a new logo, also will hopefully get a new sign for above the door, foyer, dressing room corridor, corridor and stairs to be repainted, black in corridor and basic, pale grey for the rest, contracts sent out, booking scheduled, new floor for stairs and foyer looked into, start into migrating props and set

DECIDE TO ADD TO FUTURE MINUTES – BARRON REPORT (in subcommittees)

-12.2: Proposal meetings: Reminder to spend as much time as possible reading proposals, make notes, and be ready to ask questions. Late proposals will be discounted.  
 -12.3: Devising Society: Terms of affiliation and affiliated societies contract need to be look into. Form proposal is required.

-12.4: Set & Props: Set & Props officer has resigned. Applications for the role will open soon and committee will co-opt a new Set & props Officer as per Union regulations. In the meantime, Tech & Costumes will assume the role and responsibilities, while the Set & Props Barron key will go to someone on the Barron subcommittee to maintain the unlocking/locking schedule.

13. AOCB  (in camera)

     -13.1: