

## MERMAIDS PUBLIC MEETING

6:00 PM 14/10/2024

LRR, UNION

### Attendance

- Merp
- PC
- DoES
- DoSDA
- Art
- Midsummer
- Box
- Sets
- Costume
- Barron
- VP
- Xmas
- PT
- Marketing
- Wuthering

### Apologies

- Engagements
- Ops
- Fringe
- Tech
- Much Ado

### Show Reports

Prospect Creek

- PC: CONGRATULATIONS (in absentia) + come see night 2!!!

The Crucible

- show day tmr!!!!
- we have everything (i think)
- reimbursement?
  - Wood? PT question, will coordinate with VP but reach out to PT
- i took handcuff from ceres mermaids thing
- we got da bed and table and stuff from byre stock
  - Sets: where from?
    - Probably coordinated with Byre

## Art

- Tickets
  - Box: up now!
- Good for Wednesday costumes
- Paperwork in

## A Midsummer's Night Dream

- How do we access the toolbox? Our costumer would like to use the tools to make jewelry for the show
  - Merp: hopefully yes, but need to coordinate with workshop. Trying to move to storage and teams can take in and out.
  - Sets or PC will let you know

## Much Ado About Nothing

## Wuthering Heights

### Committee Business for Shows

- Merp
  -
- VP
  - Congratulations to Prospect Creek!! Was an incredible show and the set was especially amazing
- Secretary
  - Mermail deadline at 7PM!
    - Crucible, Art, beyond the sea, PC sending, Waves (marketing)
- PT
  - Prospect Creek: Cashbook + Receipts for Reimbursements (2 week deadline!)
    - From the close of the show, but send email to production team
- PC
  - leaving early for Prospect
  - FDF
    - Proposals due in on 16th
  - Contracts

- WH
  - freshers rep?
    - Engagements should have sent email, but waiting for reply.
- Barron Manager
  - Congrats to Prospect Creek!! <3
  - If you don't know how to turn tech off in the Barron, please ask a Byre tech on duty! Byre is also working on an induction sheet w/ reminders for how to do things like this
  - Clarification: Fringe inductions do not carry over into Autumn. Autumn inductions carry for the whole year; system reset every Autumn
  - Please put any large set in risk assessment, eg. boards
    - Things that could fall over.
- Tech and Safety
  -
- Ops
  - All teams that have booked the Barron on Wednesday 2pm, be aware that van runs are happening at the same time so from 2pm-2:15pm, byre staff and pts will be in your dressing room moving things
    - Wednesday slots be aware of things coming in and out
- Christmas Ball
  - Nothing!
- Box Office
  - Please send me things (graphics, author/director, description, content warnings, capacity, and start time) in one email to barronboxoffice@ so I can have it all in one place to upload tickets
  - Reminder you have 2 prod team tickets per night!
    - Reserve them with me about a week before
  - Art tickets are now on sale
- Marketing
  - Our new Radio Show WAVES!
    - Show PT will be invited on (as will Affiliates)
    - Art tomorrow!! Tune in at 11am Tuesday
- Engagement
  - Merp: spread the word about Mermates, Friday at 6PM in the Barron!
- Costumes
  - Prospect Creek the show looked amaze, congrats congrats *congrats* on putting it all together so quickly!!
  - Usual spiel → email me if you want costumes/to arrange a trip! But, if emailing is scary/time consuming...
    - As always, going to the storage containers on Weds at 2pm!
  - Exciting news is that we have more costumes than thought, so if you're coming along expect the unexpected!
  - @WH do you want costumes or a ceres trip? (if it's ceres ask sara, if it's costumes, we can go at 1pm again)

- WH: would like a costume trip! But costumer is unavailable on Wednesday.
  - Will coordinate between for reading week, message Costume!
- Set

### **Affiliates section**

- G&S
  - EGM done!
    - Fresher's Rep: Sophie-Rose
    - Show: Ruddigore
    - Signatories: sorted
  - @Merp - How did the meeting with the Byre on the 8th go?
    - Merp: went well! G&S dates 1-3rd of April 2025
      - Scheduling change for the semester is limited with calendar change for University but not for the Byre (aka Panto)
      - Byre is aware, but limited things we can do.
      - semester 2 is fine, but unfortunate for semester 1
- MuST
- Blind Mirth
- Comedy Soc
- Acapella Soc
- Inkligh
- Dance
- Revue

### **Other Public Business**

#### **Committee Reports (In Camera)**

- President's Report
  - Semester 2 dates
    - DoES: No update, will look and ask around.
    - Merp: Byre has deadline, Two dates would be great to have.
- Vice President's Report
  - If you need reimbursements for anything, send me the receipt and your bank details
- Secretary's Report
  - Alumni email?
    - Will add.
- Production Treasurer's Report
  - Sending out email/reminder about cashbooks + receipts to shows after closing
  - Merp: Crucible asking about reimbursements for wood?
    - PT: in contact with the production team.
    - Scam issue?

- Production Coordinator's Report
  - no barron chat in proposal docs
  - Barron: would be good to chat to them
    - Merp: level of professionalism, and speak to Merp and VP before proposal
- Fringe Representatives' Report
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- Barron Manager's Report
  - Nothing 2 report<3
- Tech and Safety Officer's Report
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- Operations Manager's Report
  -
- Christmas Ball Convener's Report
  - Nothing <3
    - Deadline for 23rd October!
- Box Office Manager's Report
  - Hand stamps for tickets?
    - Could order assorted animals on amazon or order a custom one
    - Committee: yes!
    - Different colours for different nights
  - Story post about box office for shows?
    - Ticket collection begins 30 minutes before the show begins
    - At the door resales will begin 5 minutes before so if the ticket has not been claimed, it could be resold
    - Cash only for sales at the door
    - Marketing: happy to put that up every night, so people know. Send over!
  - All press contracts signed (except for the saint but that's fine i guess)
  - Cash box as soon as possible after shows.
- Marketing Officer's Report
  - Overheardrews x The Crucible!?!?!
    - To be reviewed, but a consensual collaboration.
  - Expect some invites from me about the radio show over the next few weeks.
    - 11AM TUESDAYS!!
  - Proposals and Updated look for Mermaids @ The Fringe should be coming out this week!
    - Merp: post end of this week, Saturday? So can push FDF proposals and auditions.
    - Marketing: will use Fringe account, particularly week before the social.
- Engagement Officer's Report
  -
- Costumes Officer's Report
  - A gift for VP <333 Receipt
  - Confirming: christmas ball storage at 2pm Weds

- Xmas: after reading week would be better, but will be in touch.
- Set/Props Officer's Report
  - Tool system?
    - Merp: still no contact unfortunately. Thoughts on OBS and borrowing system? As with sets.
    - Would prefer to keep in Union activities cupboard or SRC office or home.
    - Merp: weapon concern.
    - For now, lend out pliers and will finalise with Tech & Safety.
  - Stripey poles are G&S
- Other Committee Business (in camera)
  - DoSDA: weekly sabb email? Mermates? Send to DoSDA

Meeting Concluded: 18:49