**MERMAIDS PUBLIC MEETING AGENDA**

**6PM, 20th APRIL 2015**

**REHEARSAL ROOM 309**

1. Attendance

 -1.1:

2. Apologies

 -2.1: Michael Laird (Productions Co-ordinator/’Bear Hug’) – in Oslo, Hannah Risser (‘Hamlet’ – late apologies but sent detailed update; see 9.2)

3. Minutes from Previous

 -3.1: Cat will get online tonight

4. Matters Arising

 -4.1: Yay you were all elected committee!

5. President’s Report

 -5.1: AGM – yay! Talked to the Byre (and Fay), slot for the end of October, putting together a document of free venues for proposals (Byre, Byre Studio, Barron and new Union space – to go in proposals event so people can make informed choices), website to be sorted before the Fringe so it can go on publicity, Barron cleanup sometime this weekend and setting down plans

6. VP’s Report

 -6.1: Meeting with Gillian to set budgets, individual budget meetings with all committe members who have budgets for next year, all organised and financially safe

7. Productions’ Treasurer’s Report

 -7.1: In the process of doing handover stuff, main point is sorting out OTR just now, on hand to help with budget forms

8. Subcommittee Reports

 -8.1: Fringe: Met with Patriots yesterday, profile ready to go, proofs in next couple days, need to do this for Bear Hug before Friday, Jo will try to get people admin privileges, will send email to Fringe shows re: posters and flyers – Peter says his shows an old proof, not a new one, Jo will sort this out

 -8.2: Seashells: All going well, all remember to vote before Saturday morning!

9. Show Discussions and Feedback

-9.1: Bear Hug: Designs being finished, logo like the TY logo but needs to not look like it’s infringing copyright, blurbs pretty much done, need to get Rory Mackenzie’s review, struggling to have a readthrough, struggle of having six cast members who are busy or employed

-9.2: Hamlet: Jo saw costumes on Saturday, going up Wed, Thurs, Fri, go and see them, will get them to send report to Cat

Hamlet update:

We have found a van that we are renting.

We have our get in tomorrow from 10am-10pm which we have created a schedule for.

We have reviewers scheduled to come from all of the student publications.

We are in good standing as far as props, set pieces, and costume pieces.

The actors are looking great!

 We have finished all of our photoshoots, and will be releasing the last batch tomorrow.

-9.3: Patriots: Done funds, had readthrough, had rehearsals, all going well

-9.4: Pirates of Penzance: Concert on Saturday (come and bring money!), 8:00 in the Barron, can have hot drinks with donation? Committee will find out and let them know tonight – whole two pounds! Someone dropped out of cast but has been replaced, will let committee know, production team meeting on Wednesday, on May 30th asked to perform at Anstruther Harbour Festival, allowed to collect money there? Yes. Can take keyboard with them? Insurance about to run out, add to the things to check out. Can do a capella.

10. Committee Business (public)

-10.1: Michael Laird:

- Anyone that wants to reach me about questions can do via e-mail and I will do my best to reply as quickly as possible, and in as much detail as possible.

- I will be present at the last Monday public meeting before the proposal deadline if anyone has any last minute queries.

* If people require more help, I am happy to meet face to face on the Sunday or Monday to chat about their proposals.

Proposal deadline – Monday at MIDNIGHT.

Ben – asks re: Barron openings over summer – will need to e-mail either Kyle or Chris, keys will go back to Gillian

Peter – will there be access to costumes? Ryan asks to send e-mail – see what G&S have and what Mermaids have, can co-ordinate, will be in Edinburgh during the Fringe so can alter costumes then etc.

Danielle – re: Peter’s risk assessment, why are your drinks that hot? Thought it should go on the form just in case, Charlie and Jo will get back to Peter re: hot drinks tonight

New Venue 1 – initial booking through Kyle and Chris but thereafter will be done through reception – Peter also thanks Danielle for her help over the past few days – d’aww :)

**END OF PUBLIC MEETING**

11. Committee Business (in camera)

-11.1: Setting Mermaids Budgets – Natalie

Kyle waits for all other subcommittees to give him minutes/numbers then they go before the board to be approved

12:00 – 2:00 on Saturday – Barron clean

Ideas for Fresher’s Week, how to run Fresher’s Plays (re-branding it?)

Re-designing the website – time to enact changes discussed last

On Wed – can we discuss Christmas Ball?

Jo will be setting up Google Drive so agenda can be edited

Checked – will be in quorum for proposal meeting on the 29th

12. AOCB (in camera)

 -12.1: 7:30 tomorrow– Social at Jo’s house, we’ll live the dream!