**MERMAIDS IN CAMERA MEETING MINUTES**

**2:00, 9th MARCH**

**SOCIETY ROOM D**

1. Attendance

     -1.1: Al Gillespie (Engagement Officer), Cat Scott (Secretary), Charlie Maguire (Barron Manager), Natalie English (Vice President), Libby Cavaye (Set & Props Officer), Laura Antone (Productions’ Treasurer), Ryan Hay (Costumes Officer), Danielle Donnally (Tech Officer), Beth Atkin (Marketing Officer), Annabel Ekelund (Box Office Manager), Joanna Bowman (President), Ali Saldanha (Christmas Ball Convener), Laura Antone (Productions’ Treasurer), Michael Laird (Productions Coordinator)

2. Apologies

     -2.1: Fleur Kronenburg (Fringe Rep)

**SUMMARY:**

Blind Mirth, very funny, seeing View tonight, submitted booking forms for slots for next year, AGM and interview all booked, send general availability information in ASAP, two fantastic candidates for MerPres, make good choices

Decided SAND in the Shed wouldn’t need to reaudition, say SAND Company needs to audition at least twice a year to involve new people

Meeting tomorrow to close out the four shows not in touch till recently, can PS be closed without AT money? Rights have been paid, evidence of the rights leaving Jamie’s account, fine to close it but keep an eye on it, not AT’s fault as they don’t have confirmation from Nick Hern books from Parlour Song, AT want the Nick Hern agreement, Jamie is chasing this up

The Barron: Need to pass money – pay out of Barron account for now, when the seating rack is there add extra expenses to lump sum, will be put back into the Barron, need a Sabb to approve this money. Charlie will sort this today. It has been approved here, however.
Barron will be re-usable in the second week of spring break. Seating rack will happen by the start of next semester.

The Golden Seashells: Accidentalsa & Hummingbirds performing

Running schedule online we can add to.

Photography – Natalie has e-mailed Lightbox, let me know what you’d want, they’ve come back asking what the budget is. Could also ask if Owl Eyes and the Saint can cover the event anyway, take photos and write review

Award Presenters: In the wings (Jo), newcomer (Annabel), SAND (Al) – signing up to present different awards – Ryan and Libby to do Design, Charlie and Michael for Play, Natalie for Actor and Radio show, Danielle, show must go on, Fleur, production member, Ali - audience member, actor

Had a scary e-mail from Samuel French saying the rights weren’t paid for Death of an Anarchist, generally need to say rights checking is under Co-Ordinator’s remit and paying is under Treasurer’s remit

When show passed – Co-Ordinator sends e-mail to team to pay rights – as part of passing e-mail – first step, meet with PC and pay rights (as part of producing) – if they haven’t in a week, chase them up. Good idea to have a formalised system.

Mermail item from Adam looking for a model – message on the page, check, to go in next Mermail

For alumni event – reading poetry/plays on the rocks like in 1917

Article on the Stage about understudies – would recommend

Changes to be made to the budget form just to make it clearer – who the payee is etc.