



**Shiplake and Dunsden
Dramatic Organisation**

SHADDOO EXECUTIVE COMMITTEE MEETING

28th April 2003

Committee Members present: Mark Manson, Hilary Tucker, Hugh Steele, Liz Thomas, Fredric Lawson, Neil George, Steve Watkins, Gareth Jones (Chair), Neil McAdam, Liz James

Apologies: Mel Crowder

Non-Committee Members in Attendance: Chris Irons

A. SHADDO issues

1. Committee Roles

Gareth explained that last year the committee members had specific areas of responsibility, and that it was desirable to continue in a similar way this year.

It was established that Hilary would be responsible for taking minutes at all meetings, and then writing up/distributing these by e-mail afterwards. As Secretary she was also maintaining a formal minutes file.

It was established that Neil George and Gareth (working jointly) would be responsible for dealing with the hall bookings.

Steve Watkins agreed that he would be responsible for House Management and Bar.

The current "gaps" are regarding costumes/props and publicity/sales. This issue was left in abeyance for the time being, but will be addressed when the Pantomime is being planned.

2. Financials

It was agreed that Gareth, Steve and Neil McAdam would get together to cover auditing of accounts and formulating the assets list. Steve would contact the others and set up a date.

ACTION: Steve Watkins

Neil George would deal with obtaining the SHADDO funds from the MHC (relating to the investment made at Xmas towards the fabric of the building).

ACTION: Neil George

Gareth explained that we could apply for a lottery funding grant of up to £5000 for specific items. Mark has the application forms. Hugh has an estimate in the region of £1000 re sound equipment. It was agreed that everyone would think of potential items for inclusion in a grant application, and would e-mail Mark with any suggestions (costed as far as possible). Apparently the money has to be spent within one year of grant. It was suggested that it might include "wider" items such as a theatre outing for SHADDO child members.

ACTION: Everyone

It was agreed that we would all think about any other sources of grant funding, and report back at the next meeting. Hilary agreed to contact NODA to see whether they had specific information about possible sources.

ACTION: Everyone and Hilary

3. Any other items

None

B. Christmas Show

It was agreed that (as previously discussed) this would be a Pantomime.

Neil George would check the precise booked hall dates and report back.

ACTION: Neil George

Neil McAdam had found several potential scripts on the internet, and brought a number to the meeting. Gareth had heard from the Victuallers. Frederic offered to both write and submit a completely new Pantomime script for consideration, and had also brought a collection of existing scripts already in his possession. It was agreed that there was a need for a sub-committee to review all the scripts, and to report back. It was agreed that it was important to keep a similar "tone" to previous years. Once the script reviewers had reported back, it would be necessary to work out the final production team. Casting etc. would possibly be done in September (this would tie in with the new membership fees etc.) but it may be that rehearsals do not need to start until October.

ACTION: Script review: Mark Manson, Neil McAdam, Liz James

C. Other Productions

1. MM Evenings

Nicky Innes (via Angela) had offered to take charge of the food if we wanted to present a MM as a SHADDO event. Angela has discussed the requirements with Nicky.

It was agreed that this would have to take place in June or September It would be Pasta Passion and Pizzas.

It was agreed that Neil George would investigate possible hall dates in June and e-mail everyone with potential dates. This would then be pursued via e-mails amongst the MM "team". If this was going to happen in June, an initial MM rehearsal/meeting would be set up at which Nicky would be invited.

ACTION: Neil George

Steve Watkins reported that the Rotary Club was also interested in a MM, but it was too late for this year's plans. They might be interested for March 2004, and Steve would keep everyone posted.

It may be that Gillotts will also want a MM next year. We would have to select and rehearse a new one if so. Liz James would check with Gillotts PA Committee, and report back, so we could proceed if appropriate.

ACTION: Liz James

HAODS may also be interested in booking a MM evening. They would do the food and tickets etc. as it would be a fundraising event for them. This would probably be the Dracula MM.

We will wait to hear on this (via Angela and Gareth).

ACTION: Gareth and Hilary to investigate copyright position re the MM games

2. Mid Summer production

It was agreed that it is probably too late to put one on this year.

It was agreed that there was a potential "space" for some sort of SHADDO entertainment at the Shiplake Regatta this August. Everyone would think about this and e-mail Gareth with any definite proposals.

ACTION: Everyone

3. Cinema Club

Neil George explained the proposals in detail.

He is arranging a demonstration of projectors etc to assess sound quality and related issues. It is proposed to arrange a one-off production and then to

evaluate. The initial step is that Mark will advise the Committee of the demo time/date so that interested Members can attend.

ACTION: Neil George, Mark Manson, Everyone

4. Other production issues

Frederic had brought a variety of scripts (for plays etc.) to the meeting. It was agreed that Liz Thomas would catalogue these so that they could be considered for future use.

ACTION: Liz Thomas

D. AOB

Liz T. has started to put together a newsletter, which will go out in the next two weeks or so. If there are any other suggestions to be included, these should be sent to Liz.

ACTION: Liz Thomas and everyone

Angela, Hilary and Liz T. had visited HAODS and had been offered a selection of (donated) costume items. They had sorted these and brought many useful items back. Hilary and Liz reported on how HAODS had many good costumes for hire. This was a very worthwhile visit/contact.

It was agreed that Hilary would write to Jane to confirm her life membership, and send a certificate confirming this (which Gareth had prepared).

ACTION: Hilary Tucker

Gareth would liaise with Angela and Nicky Innes re the MM position for June/September.

ACTION: Gareth

Steve would check potential MM involvement with the Rotary Club (possibly for early 2004). Mark would explain what was involved if wished, and Steve would also explain the "formal" arrangements (with a copy of the contract if wished).

Action: Steve

Chris Irons suggested a "Safari Supper" for Summer 2003, with different Shiplake families contributing one course each. This was thought to be a good idea and Chris said he would investigate/report back.

ACTION: Chris Irons

Neil George asked whether SHADDO could contribute 2 Panto tickets for the Carnival raffle. This was agreed.

ACTION: Neil George

It was agreed that the next meeting would be held on Monday June 2nd at 8.00pm. This would be held at Liz Thomas' house, Little Holme, Station Road. Hilary would send out minutes before the next meeting, plus e-mail round a reminder nearer the time!

ACTION: Hilary Tucker