

<p><u>1.4 Refreshments</u></p> <p>Food to be served in the interval. Bread and cheese platters would be produced.</p> <p>PJ volunteered to co-ordinate the setting up of the bar. AA volunteered to run the bar, assisted by BI.</p> <p><u>1.5 Hall</u></p> <p>The fee for hiring the Memorial Hall for rehearsal and performances was estimated at about £250.</p> <p>Tables to be arranged cabaret-style. BI volunteered to provide the table-cloths.</p> <p>GJ agreed to book the Hall and small kitchen between 5pm and 11pm. It was agreed that the nursery school room would not be needed.</p> <p><u>1.6 Tickets</u></p> <p>Although tickets were to be sold at the door at £10 ph, reservations slips would be produced to allow groups in the audience to sit at the same table.</p> <p>It was expected that the audience would be between 50 and 60.</p> <p><u>1.7 Publicity</u></p> <p>LJ, responsible for posters, would be asked for the status of these.</p> <p>Programmes would be designed and would include an advertisement for the Pantomime.</p> <p><u>1.8 Front-of-House</u></p> <p>Volunteers for this would be approached.</p> <p>Fred and Beryl Lawson would be asked to act as hosts for the event.</p>	<p>RA</p> <p>PJ AA/BI</p> <p>BI</p> <p>GJ</p> <p>PC</p> <p>PC</p> <p>PC</p> <p>PC</p>
<p>2. Pantomime Launch</p> <p><u>2.1 Location</u></p> <p>To take place on Wednesday, 19th July in the Memorial Hall. Public to be admitted at 7:30, although the Hall had been booked from 7 – 9pm.</p> <p><u>2.2 Structure</u></p> <p>RA would introduce the event and announce the chosen pantomime which up until then would be kept a closely-guarded secret.</p> <p>The launch would comprise SHADDO members explaining briefly about their rôles in producing a show or play. All aspects of production would be covered, not just acting. In this way, it was hoped that a true community spirit would be</p>	<p>RA</p>

<p>generated to encourage Shiplake residents to join SHADDO and participate in future productions. SHADDO members would be asked to prepare their presentations for this.</p>	<p>PC</p>
<p>To illustrate the variety of activities involved in producing a play, photos of behind-the-scenes activity would be provided for a continuous lap-top projected slide-show during the launch evening.</p>	<p>PSC</p>
<p><u>2.3 Publicity</u></p>	
<p>Synopses of the plot would be produced . . . for distribution by email to interested parties and for posting on the Shiplake village website.</p>	<p>RA PSC GJ</p>
<p>Launch posters had already been produced by LJ, and news of their distribution was to be ascertained.</p>	<p>PC</p>
<p>These posters would also be distributed on FaceBook.</p>	<p>PSC</p>
<p><u>2.4 Refreshment</u></p>	
<p>RA volunteered to bring cheese scones. The SHADDO Cttee members would be asked to bring a dish of food of some sort.</p>	<p>PC</p>
<p><u>2.5 Post-Panto Analysis</u></p>	
<p>PJ raised the subject of SHADDO analysing the production having listened to audience reaction to the pantomime. This would provide helpful evidence of what worked well, and what did not work so well for application to future productions.</p>	
<p>3. Trip to the Magic Circle, 5th September 2017</p>	
<p>Twelve people had already booked to go on this trip, but at least 20 were needed to attract a discount. NW had issued a message to remind SHADDO members of this.</p>	
<p>4. Sonning Mill Theatre Trip</p>	
<p>NM reported that only four people had been on this event which was somewhat disappointing.</p>	

<p>5. Barbecue, 5th August</p> <p>This was to be held at PJ's house.</p> <p>The meat, drinks and glasses would be provided.</p> <p>Those attending would be asked to bring other provender, eg salads or sweet food. This would be co-ordinated by PJ.</p> <p>Invitations would be sent out on <i>phpList</i> to the SHADDO adult membership with a reminder that those attending should inform PJ what food they intended to bring.</p> <p>Ticket price would be £15 ph to re-imburse PJ for the items he had purchased.</p>	<p>PJ</p> <p>PJ</p> <p>PSC</p>
<p>6. Play Readings</p> <p>Over the last two or three years, attendance to these monthly events at the Baskerville had been encouraging and they would be continued as before.</p>	<p>PSC</p>
<p>7. Subscriptions</p> <p>The committee agreed the definition of membership as drawn up by GJ although the subscription for adult members would be reduced to £10 pa from the £15 pa initially proposed.</p> <p><i>See Appendix 1 for the details.</i></p>	
<p>8. Finance</p> <p>GJ presented the current financial situation of SHADDO.</p> <p><i>See Appendix 2 for details.</i></p>	
<p>9. AOB</p> <p>GJ requested that any member inform him of any SHADDO-related activity to enable him to keep the SHADDO website up to date.</p>	
<p>10. Next Meeting</p> <p>The next SHADDO Executive Committee meeting would take place at 8pm on 7th September at PJ's house. At this meeting, among other items, final preparations for the variety show would be discussed.</p>	
<p>11. Vote of Thanks</p> <p>The Committee thanked RA for her hospitality that evening.</p>	

APPENDIX 1

Categories of membership:

Issues with current scheme – some people who currently don't class as members are nevertheless heavily involved in a production (e.g. painters and set builders), feel they are members of SHADDO and are happy to pay subscriptions. These supporters typically enjoy some of the benefits of SHADDO membership (e.g. food and drink on set build days, insurance cover, invites to events such as post panto meals) but make no payment towards them.

It would be a fairer approach, and one that could actually increase our income,

Full Member		
18 or over. Can be elected to Committee, eligible to be selected for a performing role, eligible for a major non-performing role.	Receive invites to all SHADDO functions, including play readings.	£10
Junior Member		
Under 18. eligible to be selected for a performing role.	Receive invites to all SHADDO functions unless for adults only.	£5
Supporter		
Take a direct, active role in supporting a production (e.g. help on set build and strike days).	Receive invites to selected SHADDO functions including play readings.	£5
Friend		
Anyone who has been involved in the past with SHADDO but is not currently directly involved.	May receive invites to SHADDO events but may be charged at higher than member rate.	£0

APPENDIX 2

Financial Report Committee Meeting 6th July

Current balance

SHADDO General Reserve	£ 5,315.23
SHADDO Mem Garden	<u>£ 292.30</u>
At bank	£ 5,607.53