

Wells Operatic Society Limited
Committee meeting Minutes
16th May 2023 at 7.30pm

COMMITTEE

Ken Edmonds (chair), Bobbie Bass, Graham Brown, Liz Carey, Tom Creswick, Caroline Hoare, Natalie Hope, Adam Lanfranchi, Dave Palmer, Pauline Perrin, Jo Scammell, Mike Scammell, Glynn Webster

Apologies – Adam Lanfranchi, Bobbie Bass, Graham Brown, Glynn Webster

Matters arising as of 16/05

Item	Actions/outcomes	Person responsible
Floral Society	Their key speakers are booked 2 years in advance, and are unable to reschedule to an October date. They are still interested in booking for 2024, but again they would want the 2nd Tuesday in November. This date is still too late for us to accommodate. LC to reply.	LC
Safeguarding training	AL/Lucy Plant to inform committee of what is and isn't safeguarding	AL/Lucy Plant
Roy Bevan award	Email requesting nominations has been circulated and responses have been received. Nominations discussed, and award recipient agreed by those present - to be presented at the summer social or next show week.	KE
Noda awards	Badges have arrived, to be awarded at summer social.	LC
Additional signage	See maintenance section below.	
Show microphones	Mics for Avenue Q were hired in at £100 each (they are not cost-effective to purchase). We have the contact now to hire from again in future.	
Comedy Festival	Agreed they will pay a daily rate for the theatre hire this year, and Pauline will discuss the hiring costs for 2024 with Ben when he approaches the theatre with proposed dates. (Sharon is aware not to formally book it until costs confirmed)	PP
Play reading group	Jackie has sorted the appropriate library membership and a date has now been booked.	

Correspondence as of 16/05

Item	Actions/outcomes	Person responsible
Email from Nick	After Avenue Q Nick and Adrian showed Ken the items used for the show which they had brought in themselves to use. The lighting software has to be run from an Apple Mac, and Adrian always brings in two powered speakers for	KE/PP

	<p>the back of the stage. If any bass is required, Adrian also brings a subwoofer and associated cabling. There were 3 additional speakers brought in as well-used for the musicians in the rehearsal room. The speakers top front of stage are very old and could also do with replacing.</p> <p>Nick and Adrian will put together a quote for all the items required to totally kit out the theatre. Ken has asked them to list the items in order of priority. Pauline noted we may be able to apply for a small grant from Wells City Council.</p> <p>Offer from Nick of 2nd hand Mac used for Avenue Q for £650. Agreed.</p> <p>Nick also purchased a projector to use in Avenue Q, which he is also offering to sell on to the theatre for £650. This is a front projector. Glyn was looking at a back projector, however he has found out that due to the high-cost theatre groups tend to just hire one in as needed.</p> <p>Agreed</p>	
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Treasurer's Report as of 16/05

Item	Actions/outcomes	Person responsible
Avenue Q	<p>79% of tickets sold, total from tickets sales £12,944. Programme sales were down - only £135, which was less than the cost of printing them (£200). It is slightly cheaper to print the programmes if done further in advance.</p> <p>Tom suggested having programmes available to purchase behind the bar, which can be paid for by card. Agreed, will try this going forward. We will also hold some by the box office table. Perhaps also make them available during the interval or after the show.</p> <p>Total profit was £6191 which is good for a big musical show.</p>	

Membership as of 16/05

Item	Actions/outcomes	Person responsible
New Members	Will be 2 new members for The Tempest	

Publicity as of 16/05

Item	Actions/outcomes	Person responsible
Publicity Officer	Tom is meeting with Adam next week to do a handover of responsibilities. Tom will then be meeting with Jonathan to discuss publicity for The Tempest.	TC/AL
Box Office for The Tempest	Will open on 10th June, theatre box office will be manned from 12-2pm	JW

Theatre maintenance & renovations as of 16/05

Item	Actions/outcomes	Person responsible
Gate for side porch	GB has been chasing the company for a quote.	GB
Broken window behind lighting box / clear out of storage area	Ongoing	
Ladies toilets Signage Insulation above workshop Canopy by back door	The work has been booked and is due to be completed in July	
New follow spots	Ongoing	

Hirings as of 16/05

Item	Actions/outcomes	Person responsible
Cosmo group	Ongoing	SE
Flower club	We cannot accommodate the dates they want.	
Wells Comedy Festival	Has been agreed (see above). They have been reminded that drinks are not allowed in the auditorium. We may have to make an additional charge to them if we have to carry out additional cleaning afterwards.	KE
Chorus of Disapproval	The whole theatre and bar are booked for the day and evening on 17th June for their summer concert. Doreen has offered to run the bar, Ken and Catriona have also offered to help.	JS/MS
Ukrainian dancer	Is now formally booking the rehearsal room and is running two small classes a week.	PP

Productions

The Tempest by William Shakespeare		13th - 16th September 2023	
<i>Director</i>	Jonathan Sansam	<i>Consultant director</i>	Lois Harbinson
<i>SM</i>	Charlie	<i>Lighting</i>	Graham Brown
<i>Sound</i>	Adrian Mitchell	<i>Producer</i>	Adam Lanfranchi
<i>Costumes</i>	Louise Sansam	<i>Props</i>	Jo and Vicky
<i>Prompt</i>	Freda Brown	<i>Makeup</i>	
<i>Budget</i>	Agreed	<i>Publicity</i>	Tom Creswick Adam Lanfranchi
<i>Photos</i>	Greg	<i>Programme</i>	Adam Lanfranchi
<i>Ticket prices</i>	£12	<i>Rehearsal schedule</i>	Done
<i>FoH</i>	Adam to ask Sally Trayhurn	<i>Tickets go live</i>	10th June

Puss In Boots		9th - 16th December 2023	
<i>Director</i>	Glynn Webster	<i>Producer</i>	Vicky Orman
<i>SM</i>	Mike Scammell + Doreen (with assistance from Sarah Galton)	<i>Lighting</i>	Graham Brown / Ollie Tatar
<i>Sound</i>		<i>Choreographer</i>	Elisha Webster
<i>Costumes</i>	Louise Sansom	<i>Props</i>	TBC
<i>Prompt</i>	Not required	<i>Makeup</i>	TBC
<i>Budget</i>		<i>Publicity</i>	Tom Creswick
<i>Photos</i>		<i>Programme</i>	Elisha Webster
<i>Ticket prices</i>		<i>Rehearsal schedule</i>	
<i>FoH</i>		<i>Tickets go live</i>	

The Glass Menagerie by Tennessee Williams		6th - 9th March 2024	
<i>Director</i>	Kevin Hardacre	<i>Producer</i>	Adam Lanfranchi
<i>Set design</i>	Emma Lanfranchi	<i>Sound</i>	Adrian Mitchel
<i>SM</i>	Emma James	<i>Lighting</i>	
<i>Costumes</i>		<i>Props</i>	
<i>Prompt</i>		<i>Makeup</i>	
<i>Budget</i>		<i>Publicity</i>	Tom Creswick Adam Lanfranchi
<i>Photos</i>		<i>Programme</i>	Adam Lanfranchi
<i>Ticket prices</i>		<i>Rehearsal schedule</i>	
<i>FoH</i>		<i>Tickets go live</i>	

Confirmed productions

Production	Proposed dates
Sister Act by Cheri Steinkellner and Bill Steinkellner Director Tom Creswick	6th - 11th May 2024
Witness for the Prosecution by Agatha Christie Director Adam Lanfranchi	16th - 21st September 2024
Nativity! The Musical by Debbie Isitt and Nicky Ager Director Sharon Edmonds	Most likely 14th - 21st December 2024 TBC
Equally Divided by Ronald Harwood Director Jackie Watts	March 2025

Training as of 16/05

Item	Actions/outcomes	Person responsible
First Aid Training	Ongoing.	NH

Show reviews as of 16/05

Show	Review	Reviewed by
Anything Goes, Bridgwater	Good version of the show, but had a few tech problems, however amazing dancing and overall, an excellent show	TC
Johannes 'Freedom' dance show, Bristol Hippodrome	Brilliant and the staging was fantastic	JS
Good National Theatre live in cinema	It was incredible what could be done with a small cast and a simple set. Really excellent.	PP
Newsies, Wembley London	One of the best shows he has ever seen. Had seats up close to the stage. Is in an old warehouse and have incorporated parts of the set above you hanging from the ceiling. Well worth seeing.	TC

Any other business as of 16/05

Item	Actions/outcomes	Person responsible
Avenue Q feedback	<p>There were serious concerns raised about the portrayal of a Japanese and Black character in the show being played by white actors. It was agreed that this cannot happen again. Going forward, we should have an equality and inclusion policy in place to address this matter if it arose in the future. KE noted that for a lot of the shows, the directors already cut or adapt any elements that might be considered offensive or inappropriate to modern audiences.</p> <p>There has been a lot of positive feedback about the quality of the production and how well it worked using mics and having the band in the rehearsal room. Tom noted that the David Beech award reviewer also commented on the quality and balance of the sound.</p> <p>There were some extra lights hired in as well.</p> <p>James Linham was involved in the lighting and would be interested in getting involved with further shows, particularly the lighting for musicals. Have also had a comment from another experienced lighting tech, Phil, who recommended bringing all the lighting rigs down and clearing them of all obsolete cabling. He is happy to help with that. May try and plan a specific date and put out an invitation to theatre membership for help with it.</p>	TC
Bar	Ken would like to order some additional items and refresh the stock. Agreed	KE
Summer Social	Have not been able to find any food vendors with availability. Agreed, we will hold it as a 'bring a plate of food to share' plus whatever you want to drink. Afternoon to late evening. CH to email details to the membership.	CH

Date of next meeting:

Tuesday 13th June, 7:30pm apologies from Tom