

# GOSFORD MUSICAL SOCIETY

TUESDAY 14<sup>TH</sup> MARCH 2017 @ 7:00PM

THE STUDIO

LAYCOCK STREET, GOSFORD



**ATTENDANCE:** Roslyn English, Kevin Booth, Darryl Davis, April Daley-Holmes, Karen Johnston, Karen Snook, Scott Goodacre, Rosie Ross and Chris King

**APPOLOGIES;** Lauren Miller, Noel Borger

**Meeting began:** 7:10pm

**Report from Chris King:** 7:15 pm

EVITA

- Latest figures as at 14.3.17 tabled at 86.80%, 11.5% down.
- EVITA was a great show, the combination of Stuart Smith and David Rowe's set design and lighting by LSCT technical staff gave this production a competitive advantage.

BRING IT ON & YOUNG FRANKENSTIEN

- Both shows are great shows coming up, catering to different audiences.
- These will be advertised in the local media and with the right promotion will be seen in their own right.

LSCT

- Chris advised that Jan Wells has resigned from her position, this will be a great loss to LSCT and to GMS. CK expressed that we have lost an expert.
- Jan will be replaced in the near future. Her replacement has a social media background to bring to the role.

Ros thanked Chris for his ongoing support and continuous sales figures updates.

GOSFORD WATERFRONT ALLIANCE

Email to GMS re meeting 15.3.17, at this stage no one from GMS is available to attend.

## **This Meeting 7:46 PM**

**CONFIRMATION OF PREVIOUS MINUTES:** Read and accepted by Karen Snook and Kevin Booth

**Action from previous minutes:**

**Discussed:**

- Agreement with LSCT to be finalised and dates locked in with more flexibility with school holidays where LSCT can accommodate, CK and RE.
- EFTPOS completed.
- Financial report signed off. RE has copies of these reports  
Roles & Responsibilities sent to all Prod Managers for BIO, YF, CH.
- Microphone replacement parts completed.
- V Day; two tickets for EVITA 16.3.17
- Annual review of ticket prices to be discussed in general business
- YF production team approval, Jo McMahon not available and replaced by Ryan.
- YIPA - GMS Scholarship \$1000 for 2017
- Shake & Stir Gothic Workshop, open up to more young GMS members via social media
- 70<sup>th</sup> Anniversary Artwork, round logo with platinum RE,RR,BJ
- GMS Junior Show 2018, re advertise over next two weeks and call for interviews from 6.30pm 11.4.17
- Central Coast Arts – Waterfront Development Project
- GMS – GRANT APPLICATIONS; special thanks to RE for the considerable amount of work, grant application hard copy on file with secretary.
- Maryanne Hamilton job description, roles & responsibility still ongoing
- CAPEX, still ongoing, to be discussed.

**CORRESPONDENCE IN:**

- Ticket Pricing 2017/18
- Young Frankenstein Prod team submission for approval
- Request for GMS support for YIP 2017
- 70<sup>th</sup> Anniversary Venue
- Shake and Stir Theatre co
- Nathan Dale – Re Scholarship
- 70<sup>th</sup> Anniversary Artwork
- Darryl Davis – Junior show selection 2018
- CCC- Building Arts and Culture on the CC
- Artwork for EVITA, BIO & YF

**CORRESPONDENCE OUT:**

- Grant applications
- YIPA Scholarship 2017
- Ruth Tiffen – Spelling Bee
- Application – HONK

## **TREASURERS REPORT:**

Report tabled by Karen Johnston

Report moved by Karen and accepted by Kevin Booth and Karen Snook

Discussed:

- Mobile EFTPOS machine is now in place and ready to go. This will be used for membership and program sales in foyer. Chris King did offer suggestion of selling programs through LSCT kiosk and program sales EFT through to GMS with RE suggesting at no cost to GMS. CK to investigate further and advise committee.
- Karen proposed budget for special ticket price for 70<sup>th</sup> Anniversary celebrations. On proposed 85% sales @ \$29.50 special price ticket we would potentially be down 20% profit margin. Instead we may be able to offer our members an opening weekend special price, further discussion to be had in general business.
- Karen wished to thank Ros for all of the hard work with the Grant applications.

## **PORTFOLIO REPORTS:**

### **PRESEIDENT – ROS**

See report:

Discussed:

- Thanks from Ros to everybody for having reports in on time.
- Ros spoke about drawing up a Memorandum of Understanding for props and costumes, this is currently in progress.
- 70<sup>th</sup> Celebrations, further discussions to be held later between RE/DD.
- Reports for shop table with minutes and portfolio reports.

### **VICE PRESIDENT – DARRYL**

See report: attached

Discussed:

- Show selection committee had their first meeting. They are researching 23 adult shows and 11 junior shows. Next show selection committee meeting will be held 20<sup>th</sup> April 2017.
- Show selection committee has requested approval from the committee to choose two shows first and see if any new availability becomes available for the third senior show?
- A template for research to be used to ensure professionalism in the show selection process.
- We have a younger age group on the show selection committee, therefore we need to be mindful of show selection for the societies older members. On the flip side to that the younger committee may bring some good show ideas for us moving forward.
- Show selection will always be consulted with the GMS committee for final agreement.
- RE added the application has been sought for AIDA for consideration.
- DD extended an invitation to both ADH and SG for the honour board BBQ.
- DD forwarded to the committee an article from the "Senior" newspaper, an article about GMS.

### **VICE PRESIDENT – NOEL**

See report: attached

Discussed:

Not in attendance

### **FLOOR MEMBER – LAUREN**

See report: not provided

Discussed:

Not in attendance.

### **FLOOR MEMBER – KAREN**

See report: attached

Discussed:

- Bump in for EVITA ensured that signs and sign on occurred for members assisting with the bump in.
- It was a wet day for bump in and we were faced with some safety issues that need to be reviewed, such as more towels, use of power tools in the rain, heavy set that required lifting and balancing, disassembling to fit into LSCT.
- Further discussion was had about investigating a hydraulic lift for the use of set lifting into LSCT. FOT name put forward to investigate, agreed by all in attendance.
- Technical Liaison discussion about EVITA performance Friday night, microphone dead due to hair pin pinched the cable.
- Other microphone parts to be picked up.
- RE had a discussion with Ken Hind re Technical Liaison role. Ros will type up notes and forward them to KS.
- Chris King advised that Sandy is now working back at LSCT, this is a great support to Dean and also to GMS.

### **FLOOR MEMBER – SCOTT**

See report: attached

Discussed:

- WHS Leaking roof above the LSCT stage. Chris King explained that ARA Smoke & Fire Service have attended and it would appear that the seals around the smoke alarms are the cause. LSCT are working to rectify this problem and apologise to GMS for this interruption.
- Reports of leaks in the mirror room to be reported to FOT and DK. A plumber has been out to the site today to investigate.
- Fees for EVITA cast, Alexander Cross and Matt Fadhuil still outstanding.
- Reminder about the GMS Open Day, Sunday 30.7.17 in the Don Craig Room, LSCT.

## **FLOOR MEMBER – ROSIE**

See report: attached

Discussed:

- Discussion with ladies, Gail Cox is aware of the costumes in stock and agrees that we should minimise the waste wherever possible. Things should be made available for wardrobe and costumes avoid overlaps. A process like the set design process was suggested, however on reflection we realised we have the process in place we need the people to follow the process. Re is happy to discuss at each shows first prod meeting, outlining the process.
- Workshops, Stuart Smith is happy to do a set design workshop. It was suggested that we advertise this at the GMS Open Day 30.7.17.

## **PRODUCTION REPORTS**

### **EVITA**

- Bump in went very well across Saturday and Sunday. The overall vibe was calm.
- Sunday had two full runs and everyone was home early, the professionalism was great.
- Show is going very well.

### **BRING IT ON**

- Rehearsals and cheer work are coming along very nicely.
- Many of our prod team are EVITA cast members, so this is causing some delays at the moment.
- Next production meeting to be held, 5:00pm 1.4.17 after rehearsals.
- RE asked about the rehearsal pianist, and would like to be introduced next time he is here.
- Kate McKenzie has also been helping out with vocal coaching while Kasey is in EVITA.

### **YOUNG FRANKENSTEIN**

- Information night Tuesday 7<sup>th</sup> March 2017, LSCT, 7:00pm went very well. The team dressed up and gave the night atmosphere.
- No further production meetings have been held at this stage.
- Greg Quoy, Chris Hamilton and Ros English to get together with set design plans. Note to make sure that everything is checked for correct measurements for on stage.

### **WORK HEALTH & SAFETY:**

- **Issued raised in portfolio reports and general business.**

### **GENERAL BUSINESS:**

- Leaking roof – plumber attended 14.3.17
- Simon Castle will be using some space in the shed for the CARMEN set, but it will be flat packed for CHICAGO. The Conservatorium paying for materials?
- Garage Sale 22.4.17 will be an online sale. To date with our clean up, we have had 3 x Council collections.
- Preview Tickets. It has been raised that GMS members are unhappy that Nate Butler Studios had an amount of preview tickets for his students. Problems like this have occurred in the

past and Kathy Bridekirk and Darryl Davis revised a preview ticket procedure, requested to be circulated again to this committee for perusal. Further discussion about who should get tickets and moving forward will be readdressed.

- Production team liaison re artwork. RE clarified that those involved will be prod team member, Kathy Bridekirk LSCT for proof reading, Chris King LSCT for media, GMS graphic artist and GMS secretary. RE will tighten this procedure, using notes from Ken Hind.
- Mirror Room, committee approval for YIPA auditions Friday 7.4.17
- Keys for GMS. NB to update key register. Sets of keys for shows should only be handed out to Prod Manager and Director. We will follow up if Dean Harrington has a set of GMS keys.
- Grants. Everyone expressed their gratitude to the tremendous effort by Ros English for the application of the Regional Grant (for improvements) 28.2.17 and the Liquor & Gaming Grant (for new building) 10.3.17. Ros also expressed that there are few other opportunities for grants at the moment.
- Information nights in LSCT. Discussion swiftly affirmed that it is beneficial to GMS and LSCT to hold information nights in the theatre and this should possibly be built into the future theatre agreement. Also noted that a show director is not able to advise that information nights will not proceed in the theatre due to show set being seen before show run.
- Set co ordinator. Recent difficulties were addressed, it is the responsibility of GMS to manage the process in a fair and reasonable way, following codes of conduct and job description.
- Ticket Pricing from 1.7.17. as per past planning day agreement that ticket prices increase with July annual CPI wage increases. Ticket pricing to go from;

ADULT \$42.00 TO \$44.00

CONS \$40.00 TO \$42.00

GROUP \$38.00 TO \$40.00

Agreed by committee members present to increase ticket prices from 1.7.17. Karen Johnston to advise LSCT for upcoming ticket sales for Young Frankenstein.

#### **BUSINESS WITHOUT NOTICE:**

- Code of Conduct EVITA presentation. Use of language in the presence of children, discuss appropriateness with conduct working party.
- WH&S; no issues to report at this meeting.

**Meeting closed: 10.30am Next meeting: 11<sup>th</sup> April 2017, 6:30pm**

## Activity Log March 2017

Date	Action	Committee Member	Date Completed
Update 11.4.17	Finalise new agreement with theatre meet with CK	RE	
Update 11.4.17	Financial report 2015/16 audit in progress	Karen	
Update 11.4.17	70 <sup>th</sup> Anniversary Dinner Artwork decision	RE with Beck Johnston & Jan Wells	
Update 11.4.17	Juniors show selection 2018	DD	
Update 11.4.17	Maryanne Hamilton Roles & Responsibility	RR	
11.4.17	Key register	Committee	
11.4.17	Set Co ord	RE	
11.4.17	Ticket Pricing	KJ	