

GOSFORD MUSICAL SOCIETY

SATURDAY 22ND JANUARY 2017 @ 9.15AM

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: 9:15am

Report from Chris King:

EVITA

- Concerns that EVITA to date is not selling well. Contributing factors include the enormous amount of theatre available to local audiences, probably could have done some more social media advertising, group bookers are becoming less and less.
- RE invited CK to attend the production meeting on Wednesday 25/1/17 to offer marketing strategies.
- Ads with 2GO have been placed.

PETER PAN

- Peter Pan was a sellout, congratulations to all involved.
- Ticket enquiries could have sold two more shows
- We invested in marketing but didn't really need to, many tickets were purchased as Christmas presents.
- Only problem encountered was LSCT inundated with enquiries for tickets from advertising campaign and show was already sold out.

This Meeting

CONFIRMATION OF PREVIOUS MINUTES: Read and accepted by Ros English and Karen Johnston

Action from previous minutes:

Discussed:

- Finalise the new agreement with LSCT 7/2/17 CK and RE.
- EFTPOS for the foyer KJ to arrange and separate account for transactions.
- No further comments about the sound issues from Wicked.
- Nicky Castle advised about projector use by RE.
- Financial reports are still being signed off by Auditor, internal tax audit being conducted.
- Lauren Miller and Jess Williams approved for mirror room use Dancing with the stars.
- Kayla Strada, LOVE IS trailer was very successful. Re would like to put a copy in our library.
- Prod team facebook pages to have settings changed LM & RR

- Ruth Tiffen, Spelling Bee advised by RE to take to show selection committee. Dates on hold at LSCT, RT to advise LSCT. ADH to formally advise RT of committee action.
- Beck Johnston to assist with graphics for BIO, YF in conjunction with CK,SNAP printing and BIO & YF prod teams

CORRESPONDENCE IN:

- Ken Hind/Chris King marketing materials
- Return of Materials – Wicked
- BOC Invoices – Wicked
- Rotary Christmas Party 2016
- Licence Agreements BIO & YF
- Logo packs BIO & YF
- V Day; Rose Cooper
- Chicago; date change confirmation
- Shake & Stir Dracula Gothic workshop
- Chicago Matters; Brenda Donnelly

CORRESPONDENCE OUT:

- Chris Hochkins ; Studio 18
- SNAP Printing; Membership Cards
- Change of Secretary 2017
- V Day; Rose Cooper
- Reply to Kim Ransley; Chicago dates

TREASURERS REPORT:

Report tabled by Karen Johnston

Report moved by Karen and accepted by Scott Goodacre and Ros English

Discussed:

- Auditor has received the additional information requested. The ATO has requested an internal audit of Tax and Superannuation. KJ will attend W/C 23/1/17 to assist with audit questions.
- Mobile EFTPOS machine will be set up as a separate bank account and its use will be for programs and membership.
- NBN still to be connected to the shed
- shop figures, profit and loss for 2015/2016 financial year

PORTFOLIO REPORTS:

PRESEIDENT – ROS

See report:

Discussed:

- Confidentiality Agreement for all committee members present effect 22/1/17
- Production Liaison- EVITA Selling slowly, the set is 1/3 built and we are hiring some other pieces of set. FOT to collect from Sydney.

- Production Liaison- Peter Pan, show sold out, great set, great bump out, NW helped out with costumes and help to mentor BW with costuming as she is still learning the ropes.
- Discussion about a production team debrief document to use for future production team selection and ratification by committee. RE & ADH to review and implement. This will help to eliminate no feedback and cross communication between prod team and directors.
- Addison Morley was the recipient of the GMS Young Achievers Award for January 2017. Re will write the correct process of this award process as it sometimes varies. The PP presentation was amazing and a lot of thought was put into the gifts purchased for the show Directors.
- Chicago Team; to be ratified by the committee. RE would like further information about S Castle as a set designer and J McKenzie as a costume designer. DD suggested that the prod managers for all of the next three shows can sit down and have a meeting to work out a time line of events. RE will arrange for this to happen.

VICE PRESIDENT – DARRYL

See report:

Discussed:

- Show selection committee will need to discuss as a matter of urgency the first Junior show for 2018 as we will need to hold auditions in August 2017. DD recommends that we run a Disney show based on availability of course as the first Junior show for the year.

VICE PRESIDENT – NOEL

See report; not provided

Discussed;

Not in attendance due to ill health.

FLOOR MEMBER – LAUREN

See report: not provided

Discussed:

Not in attendance due to PP production and bump out

FLOOR MEMBER – KAREN

See report;

Discussed

FLOOR MEMBER – SCOTT

See report;

Discussed

FLOOR MEMBER – ROSIE

See report;
Discussed

PRODUCTION

EVITA

- As discussed in production liaison under RE portfolio

BRING IT ON

- Information evening to be held 27/1/17 in LSCT auditorium. GMS committee member invited to attend.

YOUNG FRANKENSTEIN

- Prod team still to be presented to the committee.

WORK HEALTH & SAFETY:

GENERAL BUSINESS:

Discussion of microphone replacement components required to maximise the use of GMS mic packs. KJ to source quotes from Lots of Watts and Entertainment Installations. Also KJ to discuss with DH LSCT tech.

BUSINESS WITHOUT NOTICE:

Rose Cooper letter of response to VDay fundraising. ADH to offer 2x adult tickets for next senior show for Rose to raffle.

Meeting closed: 10.30am

Next meeting: 14th February 2017 7.30pm

Activity Log January 2017

Date	Action	Committee Member	Date Completed
22/1/17	Finalise new agreement with theatre meet with CK	RE	W/C 7/2/17
Update 22/1/17	EFTPOS for the foyer	Karen	TBA
Update 22/1/17	Financial report 2015/16 audit in progress	Karen	W/C 23/1/17
Update 22/1/17	Prod team Facebook pages to be disbanded	LM, RR to change settings in admin	
Update 22/1/17	Ruth Tiffin, Spelling Bee	take to show selection committee ADH to write to RT	
22/1/17	Prod team member debrief report	ADH & RE	
22/1/17	Chicago Team – more information about skills	RE	
22/1/17	Meeting with prod mgrs. For BIO, YF, Chicago	RE	
22/1/17	Microphone replacement parts	KJ	
22/1/17	V Day response	ADH 2x tickets for adult show for raffle	