

Iminster Entertainments Society Ltd

Minutes of Trustees Committee Meeting: Tuesday 03 December 2019

	<i>Action</i>
<p>1. <u>Attendance 7.30pm</u></p> <p>Present: Chris Williamson, Malcolm Young, Brian Perkins, Gaye Philips, Heidi Morgan, Rachel Hunt & Kate Murdoch</p> <p>Apologies: Jacqueline Wanstall, Dave Goodall, George Montague, Nicola Griggs & Charlie Carrington</p>	
<p>2. <u>Minutes of meeting 12 November 2019 and Matters arising</u></p> <p>Minutes agreed.</p> <ul style="list-style-type: none"> • Guttering tradesman has still not responded. Leak appears to have stopped but needs to be monitored. • Bar revamp: DG & Peter Schofield have been consulted about holes for the water etc. MY has arranged for OB builders to make holes after Dec. show. 	
<p>3. <u>Waste Disposal</u></p> <p>The council has contacted us to state that they will not take any recycling waste going forwards as we do not fall under household waste. DG has obtained some quotes for commercial pick-ups. These to be circulated so all options can be looked at.</p>	
<p>4. <u>Treasurer's Report</u></p> <p>No official reports as JW is away.</p> <p>Insurance quotes have been received and will be decided upon before Christmas.</p>	
<p>5. <u>Secretary's Report (inc. Membership)</u></p> <p>Nothing to report.</p>	
<p>6. <u>Old Bakery Development</u></p> <p>The steelworks are due to go up tomorrow with the floor in the new area having gone down. The hope is that the roof will be on before the Christmas break. The work has been slightly delayed but all is progressing well.</p> <p>MY to meet the builders tomorrow to discuss the next possible stage, possibly the wardrobe area and services depending on budget available.</p> <p>Grant applications have started to come back, unfortunately none positive at present.</p>	<i>MY</i>
<p>7. <u>Programme Committee</u></p> <p>Recent productions were reviewed with the decision made to book two more comedy nights for 2020 (May & November) as they remain popular and introduce new people to the theatre, but not to look to repeat the Opera Sulis booking. We have also applied to Yeovilton Concert Band for them to potentially return in the autumn of 2020, this was very popular last time.</p> <p>The one acts are mostly cast with one major part yet to fill, rehearsals begin in January.</p> <p>'Living Together' is to have a reading & auditions at the start of 2020.</p> <p>The June production looks like it will need to be changed, this is to be confirmed in the next week and an alternative is being looked at.</p>	

<p>8. <u>Publicity Report</u></p> <p>Banners and posters are up for 'Beauty and the Beast' with an email bulletin due out tomorrow.</p> <p>A new updated What's On is being worked on to go out as early as possible in the New Year.</p> <p>Still waiting for a members' Newsletter to go out.</p> <p>Sally Carrington has passed on a copy of 'The Web' a newsletter that goes out to a number of local villages as a possible source of more publicity for IES.</p>	
<p>9. <u>Front of House Report</u></p> <p>Laminated notes for Box office, coffee bar etc. have been completed and are in place.</p> <p>Christmas decorations are to go up in time for 'Beauty and the Beast'.</p> <p>MY to let in Environmental Health tomorrow to carry out inspection.</p>	
<p>10. <u>Youth Theatre</u></p> <p>Youth Theatre Review group have observed all YT age groups now and are looking to meet before Christmas to plan the next stage of review.</p>	
<p>11. <u>AOB</u></p> <p>BP: The new lighting board has arrived but there have been a few teething issues. Bright are coming out to help to overcome these, with the old board being kept in readiness for 'Beauty and the Beast' if necessary.</p> <p>CW: 'Beauty and the Beast' starts next week, ticket sales are a little slow but are picking up.</p>	
<p>12. <u>Next meeting</u></p> <p>7.30pm Monday 13 January 2020.</p>	