



FADS COMMITTEE MEETING

Wednesday 2nd September 2020 online, via Zoom
commencing at 7:30pm

MINUTES

In the Chair via video conference: Cindy Gray.

Present via video conference: Sarah Walker, Ellen Ross, Rowena Laing, Jane Stephenson, Laura Cranstoun.

Apologies: None.

Note: Items in grey font are to remain on the Agenda until normal Club activities can be resumed.

1. Welcome

2. Minutes of 12th August and Matters Arising:

2.1. General maintenance & equipment

The red curtains are still creeping back onto the stage @Paul to confirm when this has been resolved.

Bar cupboard in Green Room. @Paul still to redo the locking mechanism.

Box for silver/gold slash curtain. @Paul still to make lid and dispose of pole. 12th March he had timber

Lighting board for varilight @Cindy to help Tony

@Cindy to report on deadening of back wall @Paul to remove heater in Green room.

2.2. Miscellaneous

@Rowena to follow up with Wendy about adding wide elastic belts

@Laura booster seats for children (need to liaise with Hall Committee too?)

@Sarah to check via Facebook if members have VHS recorder for viewing tapes of old performances

@All Urn

Sarah confirmed that Colin Fraser's 'In Memorium', written by David Smith, had been posted on the website and automatically distributed to all subscribers & Members via email. Our contribution to Alzheimer Scotland was mentioned at the end, along with Eilidh and Sheila's thanks.

3. Treasurer report

3.1 Finances

Current account £542.34, deposit account £6,205.42.

3.2 Membership

30 paid members.

3.2.1. Roaches Coaches – all cast members?

@Laura to forward updated Roaches Coaches cast list to Sarah and **@Sarah** to chase any unpaid members.

4. Productions 2020-21

4.1 *Housebound - SCDA One Act Play Festival*

4.1.1 Matters Arising: Sarah had drafted a response to SCDA and circulated to the Committee and Gavin (*see document following Minutes*). Two points were raised in feedback:

(1) whether we should include all 3 points, or just points 2 and 3

(2) whether the word 'plagiarism' should be included.

Regarding point (1), the majority felt it was not our place to make recommendations to adjudicators and/or two points were more succinct, therefore it was agreed to remove the first point in the letter.

Regarding point (2), while some felt the word is strong and perhaps too emotive, the majority agreed with including it.

@Sarah to amend letter and forward to Cindy for consideration, to ensure that it is about the fundamental problem with the SCDA's rules as they stand.

4.2 *Spring Musical: Calamity Jane*

4.2.1 *General production report*

Laura reported that the Macrobert will not be putting on any productions until April at the earliest. All agreed that we should keep the proposed dates of 23rd-27th March but appreciate that this may change, depending on how government guidelines stand at the start of next year.

Jane reported that the Citizen's Theatre had been in touch, as they're very keen to rearrange their group attendance. **@Jane** to respond to them, advising as above.

4.2.2 Tickets

4.2.3 Front of House

4.2.4 Raffle

4.3 *Paddington/Christmas 2020*

Cindy reported she had spoken to Kevin, who is working on his panto with Jeannie, planning for Christmas 2021, as he understands it can't take place this year, as planned. He would like to have some readings with Members in the next few months, to gauge how it's going.

Laura reported that Ian is still busy with Episodes 2 and 3 of Roaches Coaches and it is, as yet, uncertain whether there will be an additional Christmas episode. He is very keen to proceed with his 'Rapunzel' panto - **@Cindy** to speak to Ian about it.

Cindy has spoken to David about the possibility of doing something online for FADS with juniors this Christmas, but he is very busy with other things at the moment and wants to take a break from directing/producing for FADS this year.

4.4 *Roaches Coaches- Radio play*

Ian gave update via email:

PRODUCTION

The re-writing exercise for episodes 1 and 2 is complete. Episode 3 still needs some redrafting and Episode 4 needs written.

The focus, recently, has been on the rehearsal and recording of Episode 1.

As requested at the last committee meeting, I have devised and circulated a Covid Protocol which the actors and production crew have all signed up to. Names of attendees at each session have been recorded, as part of the 'track and trace' rules.

Recording has begun using the facility at Ballochruin Barn (Nigel's place). The first session took place last week and we got John, Nigel, Sarah and Gerry recording in two separate groups. Anna's was postponed as she had cold symptoms (not Covid).

Microphones were placed 2m apart and were sanitised between each actor.

Session 2 is taking place tonight, to record Anna and Kevin.

PUBLICITY

Poster - An A4 colour poster (circulated to the committee last week) has been ordered and paid for, and I expect to take delivery of 100 of these today. I'll be looking for help from the committee in due course to distribute these to the usual advertising locations. Thanks for the feedback: the SCDA logo was added, as suggested.

Programme - We will not be distributing a programme/brochure to the shops any more. Instead, I'm working on devising a spoof Roaches Coaches website, as a subset of the FADS site, where listeners can go to see photos of the cast, articles supposedly by the drivers, and summaries of the episodes as well as production credits. I will take 'head shots' of the actors during the recording sessions and mock up staff ID badges for use on the website.

EQUIPMENT

We have taken delivery of the 4 microphones and 4 extra long XLR cables. These were put to good use during the first recording session. The sound quality is excellent.

As well as microphones and cables, we bought 4 microphone shields which are washable and can be sanitised between uses.

@Sarah to send poster to Morna at SCDA Scene for the 2020 competition and ask if it can be included in other SCDA newsletters etc.

4.5 Autumn/Spring Productions

4.6 Community events

4.6.1 Abbeyfield Killearn

5. General news/planning

5.1. Children in performances

5.2. Committee roles

5.3. Club facilities & assets – general housekeeping

5.3.1 Carpet store

@Cindy to follow up with Tony

5.3.2 Costume store tidy

@Cindy have a proper look around and all thought it would be a good idea to get new costume team members to have a good look through to see what's there.

5.3.3 Lighting loft tidy

@Cindy to follow up with Tony

5.3.4 Stage movement

(To be checked with Paul)

5.3.5 Rubber flooring

@Laura to talk to Mark at Macrobert once lockdown is over.

5.4. Annual Schedule

5.4.1. Menzies Hall insurance

Ellen reported that First Night Productions were making their cover too complicated, so we have stayed with our current insurers and upped the cover from £15,000 to £18,000, as per Tony's valuation of our equipment. Premium is £511, which has been paid.

5.4.2. PVG – which current FADS Members are members of the scheme?

Sarah has created a document with names, dates & PVG registration numbers, but some info is missing. @Sarah to email Mairi to see if she can complete it and also ask whether there is a renewal/expiry date for members of the scheme.

5.4.3. SCDA One-Act entry & Spring one-acts

Sarah confirmed she had replied to SCDA regarding our interest in the 2021 competition, stating that we would need more information about how they proposed to handle video entries before we would be able to make a decision on that. The majority of the Committee felt it would be impossible to regulate and properly judge video entries. @Cindy to discuss at Stirling District AGM.

5.4.4. AGM – **Tuesday 27th October, 7:30pm via Zoom.**

It was confirmed that the positions needing to be filled and for which we currently have no volunteers are: 2 Ordinary Members, Chair & Treasurer.

The quorum, based on last year's adult membership of 56, is 18.

Nobody had any further points to raise or amendments to the Agenda.

@Sarah to email members encouraging them to attend so that we fulfil our quorum requirements, attaching the draft Agenda and confirming positions that are not filled.

@Cindy drafting 'Zoom etiquette' guidelines for members attending AGM and investigating 'vote' function.

Management of the online meeting to be discussed at next Committee meeting - @Cindy to put on Agenda.

5.5. Sports Club

5.5.1. Jotform for social membership

When our Sports club membership fees are due in September, the **@Treasurer** to get feedback from Sandy on how Jotform has worked and establish how many FADS members actually completed the form.

Rowena and Sarah mentioned that the Sports Club has once again mailed out hard copy membership forms to all FADS members. **@Sarah** to mailshot membership to tell them to ignore those forms and not make any payment.

In terms of our one-off payment to the Sports Club (which we had agreed would be for 50 members, £750), Ellen had spoken to Brenda and told her we only had 24 members so far this year. Brenda said she would be very happy with £600 (equivalent to 40 members.) **@Ellen** to issue a cheque.

5.6. SCDA

5.6.1. Stirling District AGM – Sept 2020

Cindy attending.

5.7. Menzies Hall Committee

5.7.1. DONM

We have not received any notification yet of the next meeting.

4. Growing capacity – future plans for club

4.1. Refurb of stage area

4.2. Grant opportunities

William Syson Foundation grant application <https://www.williamsysonfoundation.org.uk/make-an-application> - It was agreed we don't need to make any applications at the moment.

5. Communications & Publicity

5.1. General

5.2. Upcoming productions

5.3. Update of Club logo

@Sarah to send new version to Rowena for help with curtains! To be considered at the next committee meeting before **@Sarah** to finalise for feedback at the AGM.

8. Social Committee

8.1. Matters Arising: *@Rowena to speak to Allan re Matriarch viewing; Journey's End DV*

8.2. FAFTAs

8.3. Casino night (November?)

8.4. Play readings

8.5. Future plans

Sarah suggested that, as we currently don't have anything in the pipeline for Christmas, that we discuss some kind of online get-together. To be discussed at AGM - **@Cindy** to put on Agenda.

9. AOCB

10. DONM

DONM: **Wednesday 7th October, 7:30pm.**

@Cindy to send Zoom invitations.

4.1.1. – Housebound / One-Act – Document referenced:

Draft letter

To: Robin Smith, Chair, SCDA Eastern Division robinmismith@gmail.com

Cc: Lesley Syme, Chair, SCDA Stirling District lejsyme@btinternet.com

Re: Complaint regarding the rules of entry for the One-Act Play Festival

Date: XX August 2020

Dear Robin,

Thank you for your response of 27th July. Following a discussion at our most recent Committee meeting, we are writing again to restate the views of some of our members and propose potential ways forward.

We really do feel that the matter of originality in Community Drama competitions needs to be addressed and do not agree with the Festival Committee's assertion that: 'Any additional rule concerning this situation would be too complicated and difficult to enforce.'

We would therefore appreciate your consideration of the following:

- 1) The One Act entry form is amended to include a declaration of originality from Clubs, with significant sources given. In addition, the adjudicator signs a declaration that they have conducted a basic online search for each play to identify any other productions. The adjudicator can then use both sets of information in their assessment of the plays.

Or:

- 2) The One Act entry form is amended to include a declaration of originality from Clubs, with significant sources given. The adjudicator can use this information in their assessment of the plays.

Or:

- 3) If the SCDA does not feel in a position to take such action at this stage, the matter is included as an Agenda item at the next AGM, so that input may be gained from other Clubs. We strongly feel that this is the least that has to be done, to allow the matter to be fully debated and some consensus reached.

We would also reiterate that we do not consider this 'our situation', as referenced in your letter; rather it is something that affects all competing Clubs.

We look forward to hearing from you.

Kind regards, on behalf of the Committee,
Sarah Walker
Secretary, FADS

