

**Present:**

- Harry Clements (*President*)
- Nieve Fay (*Vice President*)
- Ben White (*Treasurer*)
- Abi Wander (*Social Secretary*)
- Nathan Langford (*Social Secretary*)
- Sam Sayan (*Communications Officer*)
- Adèle Carr (*External Opportunities Officer*)
- Liam Carty-Howe (*Alumni Representative*)



**In Attendance:**

- Naomi Fallon (*Secretary*)

**1 - Apologies:**

- Nicole Antoine (*Equality and Wellbeing Officer*)

**2 - Actions Update:**

- Previous minutes read
- **ACTION Sam: update the MTB website- Ongoing**
- **ACTION Adèle and Liam: Send headshots to Sam in black and white.**
- **ACTION Committee: Send Abi the TikTok video and send letter photo - Ongoing**
- ACTION Adèle and Liam: Make the promo video- Done
- **ACTION Ben, Abi, Nathan: Sort committee merch for freshers fair- Ongoing**
- **ACTION Harry: Chase Loco Klub finance team for ITW money.**
- **ACTION Harry and Ben: Ask the Improv Theatre about refund policy.**
- **ACTION Harry: Chase the SU about sending last year's charity money to the charity!**

**3 - Treasurer's Report:**

- Ben: Had some money coming in from membership, but still waiting for Into The Woods and tour money.
- Harry: RyanAir said that the money would be here in 2-3 weeks (that period ends tomorrow, so maybe not).
- The SU website made an invoice for the Loco Klub money. Harry needs to check with Loco Klub to see if they've received it.
- **ACTION Harry: Chase Loco Klub finance team.**
- Ben: The charity vote is now open!!

Info: [https://docs.google.com/document/d/1X2aYdJjw5YevJ-8Jg\\_wN0fpA2HyuNzHUqFXFeU\\_RWXQ/edit?fbclid=IwAR3NULXW6w0-ajuf07qCPZahimfgMJe\\_unCuDCkwGiU4EjXdSVRPx76ntvM](https://docs.google.com/document/d/1X2aYdJjw5YevJ-8Jg_wN0fpA2HyuNzHUqFXFeU_RWXQ/edit?fbclid=IwAR3NULXW6w0-ajuf07qCPZahimfgMJe_unCuDCkwGiU4EjXdSVRPx76ntvM)

Voting: [https://docs.google.com/forms/d/e/1FAIpQLSeGa7APG329kWqjAMQWOFBxTC6XvjhbL65sfw\\_asCe2vaLuNw/viewform?fbclid=IwAR0VdevUNBEQI\\_M8i93laGS6xxl7PkL3UyQaAApGos3y5XMpn1SLZv2Wyk](https://docs.google.com/forms/d/e/1FAIpQLSeGa7APG329kWqjAMQWOFBxTC6XvjhbL65sfw_asCe2vaLuNw/viewform?fbclid=IwAR0VdevUNBEQI_M8i93laGS6xxl7PkL3UyQaAApGos3y5XMpn1SLZv2Wyk)

- Ben: We previously said about doing 2-3 charities on a term by term basis. We can vote each term rather than it being confusing.
- Harry: Depends on what shows we do each term, we don't want the first term charity to be disadvantaged.
- Ben: We can stick with the same charity next term if we want to.

- Ben is reluctant to book the Newbies cabaret slot, looks as if we may not be able to do it regardless and we don't have much income at the moment.
- Harry: The only refund policy is if there is a local or national lockdown.
- **ACTION Harry and Ben: Ask the Improv Theatre about refund policy.**
- **ACTION Harry: Chase the SU about sending last year's charity money to the charity!**

#### 4 - Balloon Accreditation Scheme:

- Harry: We have had 5 approved now!
- They didn't accept the external or internal collaboration. :(
- For the employability criteria, Harry asked about workshops and we can potentially use these if our evidence shows how our actions have made a clear impact.
- Nieve: It should count if the workshop is from a person in industry and we have a Q&A.
- Liam: We can definitely get an alumni for that!
- Harry: We're doing really well and we're on track, just need to find an external collaboration.

#### 5 - Workshops Update:

- Adèle: The main priority is the Give It A Go sessions, but things keep changing at the moment.
- A lot of people weren't keen on zoom workshops, but we will be planning a virtual one regardless, it will probably be a dance/ acting through dance section with a Q&A.
- Nieve: Meryl could perhaps run the Give It A Go?
- Liam will talk to Meryl to see if this is possible.
- Adèle is also planning an audition technique class in person, but holding off until the SU opens and we have space to do it.
- Adèle: I have asked Sam Walter, who is down to do this. Can also ask Jack Reitman, but it may be better to have one boy and one girl for different industry advice.

#### 6 - Alumni Update:

- Liam is helping Adèle organise Give It A Go through the fab MTB alumni network!
- Liam: The alumni newsletter is nearly done and will be out very soon. It's called 'The Last Five Years' and is a summary of the last five years of MTB.
- Liam will also help get in contact with Meryl for a workshop.
- Liam: Ruth would also be happy to lead a workshop, she's in Bristol so would be lovely if she can run one at some point this year. <3

#### 7 - Socials Update:

- Online socials can count as non-drinking for Balloon Accreditation.
- It may not be possible to have in person socials this term :(
- Nathan and Abi want to set up a buddy system as well, as the family system may not work due to sizes of groups.
- This would be an opportunity to talk to older people in the society and get to know more people without the need for big groups to meet.
- More information about the first social of the year will be released at the start of term.

## **8 - Society Diversity:**

- The equality report went out again and we got a few more responses.
- Next meeting we can go through this properly and make an action plan when Nicole is present, as we got some really good feedback.
- Harry: Everyone had similar ideas to us, it is good to know that as a society we are all on the same page with the issues we have.

## **9 - Preparations before TB1:**

### **9.1 Welcome Fair**

- Adèle made the promo video which looks fab!! This one mainly has professional shots from on the stage.
- Nieve: Would love to have a large cast photo in there at the end, like a Showcase or the Legally photo to show that we're a big society and there's a huge number of people that contribute to each production.
- Adèle plans on also doing a behind the scenes video that includes rehearsal clips, socials and tour videos.
- Harry: Need to sort the timetable out for the Welcome Fair, but can sort out in the next meeting once we have our uni timetables.

### **9.2 Website**

- Sam: It will be done by the end of next week!!
- Harry: We can get the promo video on there, Liam's alumni letter, the committee minutes and the constitution.
- Abi: We have enough people to do the letters now just need people to send them in!!

## **10 - TB1 Plans:**

### **10.1 October**

- Quieter October compared to normal.
- Virtual Give It A Go Session!
- Some kind of social- depending on government advice.

### **10.2 November**

- Harry: We currently have the Winston and the Pegg booked for the first week.
- We planned to have the Winston slot as a 48 hour, but Harry now doesn't think a 48 is do-able in a weekend in the SU.
- A socially distanced cabaret in the Winston would be more possible with much more space for performers when they are singing and a one way system for the audience.
- With spaced out seating in the Winston, we can still have 60 people seated.
- This leaves the Pegg free all week to film performances and release it as an online thing.
- Harry: We can release 2 or 3 songs and we can put them on youtube.
- Newbies Cabaret at the Improv Theatre is planned for November, but it is a provisional plan at the moment. Should know by the end of October if this is feasible.
- Liam: We could use the Improv/ Newbies show for a show for everyone instead and then do a Newbies in January that can be rehearsed in TB1?
- We could then have Newbies at the end of February where the main show slot usually is and have a different cabaret in TB1, that is not just for freshers, so non-fresher members will have the opportunity to have a small cabaret/ show in TB1.
- End of November we also have Showcase auditions.

- Ben: The Pegg slot in early November could be used for Showcase Auditions?
- Nieve: Think it's just too early to have them then.
- Abi: We could have dance auditions online so we don't have to worry about space?
- Ben: It would be hard for directors to watch through 100's of dance videos.
- Liam: We could release the routine online and you learn it before you go to the audition and then you perform in a small group spaced out?
- Nieve: Learning the piece online could be less overwhelming as well!

### **10.3 December**

- Xmas Cabaret!
- If that is not possible, we can have an open mic night of singing christmas tunes.
- Harry: We can also do some multi-tracks for freshers (like Wait For Me), if we don't have Newbies in November.

## **11 - Showcase V:**

### **11.1 Proposal Information**

- Proposals close on Friday 18th :o
- Once they're all in, Harry will share the pdfs and make a google form to answer any questions the committee has about the pieces and we will give the directors a few days to answer.
- Then we will speak to the MD's about the pieces musically and then vote by the week after.
- Nieve: The idea is that by the voting meeting you know what you're talking about when we discuss each piece.
- The highest percentage of possible votes will be chosen by the committee.  
(Committee members can't vote for their own pieces)

### **11.2 Production Team Info**

- Producers- Harry and Nieve, Assistant Producer- Ben, Room Bookings- Naomi, Well-being Officer- Nicole, After-party Planners- Abi and Nathan, FOH- Liam and Adèle and Marketing Manager- Sam.
- The production team callout will include- Shadow producers, Marketing roles, Graphic designers etc.
- Applications for vocal coaches will also be arranged later.
- Still need an Assistant MD and we are also planning to make an arranging team for the MD's.
- Casting rules- Each cast member can be in no more than two pieces and can only have one lead role.

## **12 - MTB Merch:**

- Ben, Abi and Nathan sorting this week.
- Once people are back we can sort this out properly.

## **13 - IUMTF:**

- Harry: Durham is happy for us to do it, we have provisionally booked the Anson Rooms for May 8th.
- If that's not possible, we can just do it online again.
- Some SU's may not let students travel.

## **14 - Into The Woods Update:**

- Cast and crew will bring books back to Bristol.
- They are planning on maybe doing a Multi-track!

**15 - AOB:**

**15.1 Freshers Rep**

- Going to leave electing this role until January.
- We will vote in the first meeting after exams.

**16 - Musical of the Week:**

- Rule of SIX!!