

## CODS Committee Meeting Minutes 19<sup>th</sup> May 2025 - 7.30pm

Present: MC/GM/CS/NG/YY/CP/AB/SM/PW/HH/LB

1. Apologies: None – since last meeting HC has resigned and YY has agreed to join us until AGM.
2. Review of minutes of previous meeting – Subject to amendments to be made, CP proposed HH seconded – all in favour.
3. Actions from previous meeting. MC Heart Project has had two meetings. GM & PW attended the first meeting. MC/PW attended the second. 3 - 4 year project. MC came away quite positive on the plans. PW wants to put this item on the AGM agenda. Going to employ a funding manager to help the project. Sponsorship for TMWMA that was outstanding for Charlesworth Nicholls has now been paid.
4. Matters arising from previous meeting - none
5. No correspondence
6. Treasurers report - £26,086.60 @ 6<sup>th</sup> May. Two sponsors still to come in for BATB. Accounts £5,000 down on last year. Royalties not paid yet, invoice not received. Misc expenditure and misc income were queried last time. These are Craig balancing the floats. Ticket Tailor credits £912, as not all used, it will be carried over to the next show. TMWMA £240 lighting. Overall loss of £700 and something. BATB £3,891.74 profit but royalties to come out of this, overall there will be a small loss. MC to forget working out how much over the £16 the Ticket Tailor costs to put to charity. Charity money to also come out of BATB. Proposed GM, Seconded LB. All in favour.
7. Publicity/Marketing – MC apologising to HH for comments made previously. He was amazed how one person did so much hard work when more people might have been needed. HH – needs to know when poster work is needed for Choral. Also will restart Throwback Thursday. Publicity for Youth Theatre worked well.
8. Production BATB
  - 8.1.1 NG emailed the committee the Production Report. CP commented about lack of help on the Sunday. GM stated one of our newest members commented that if she'd realised the work was so long on the get out, she might not have committed to the show. GM suggested maybe using time slots for the get out. The Saturday night clear out was really good, but we could do better. SM suggested teams of people at specific times. HH commented that with two full weeks of rehearsals and most people working during the day, and not seeing family, could be a factor. Need to address the need for help on the get in weekend and during the week before the show. Talk about the Get Out at the same time we talk about the Get In. Huge thanks to non-cast helping.

GM Buffy and Claire went out the to Store to look at costumes for Sound of Music for her sister's theatre group. A lot of bags damaged and part of scenery from Birmingham was damaged. Thanks to NG.

8.1.2 Box office Review – AB. See attached report. Can we formalise the process for the refund/amendment of tickets. GM asked if conditions of purchase be put on Ticket Tailor. AB has created a job description for Box Office Manager and would like it to be looked at. Rose Bowl's complimentary tickets were very last minute and weren't on the list for tickets. The system needs tightening up. Good first try. BOM to work closely with PubM. MC was very pleased with how well AB and SM were able to tweak the system as we went along, to make improvements. Need to make sure that people are aware that a booking fee will be included per ticket.

8.1.3 Comments on reviews: NG thought Rose Bowl was a little harsh but also had some incorrect facts, such as Cogsworth speaking in a French accent – she didn't. Mostly ambiguous. Noda review was excellent. SM suggested a copy of the Rose Bowl report to go on Google Drive to see.

8.2 Choral – HH to create a rota for teas/coffees for rehearsals. MC apologising for last month's meeting saying you've made an 'executive decision' about the food for Choral. Sub-committee have now made a decision to go with the hot food this year. Should we go with their recommendation or ignore it and do something else. Vote to go with the Sub-committee recommendation for hot food this year – CS proposed, YY seconded, CP against, the rest in favour. Helen was Production Manager for choral but has now dropped out. CS & YY to job share – all in favour. GM suggested to get someone to shadow them for the future. YY doesn't want ticket sales to go out to the public. It did last year as not enough people bought within CODS friends and family. Suggest keeping YY as our ticket person and not use Ticket Tailor this year. MC suggested £22.50 per ticket, HH and SM suggested just £22 so as not to worry about the 50p element. Proposed AB Seconded GM all in favour at £22 per ticket. ACTION: MC to confirm with Elaine what the food will be.

8.3 MC delighted that the start of the Youth Theatre has been so successful. 32 children attended last week. Did a section from Matilda during second session. Flo Bridgman did a singing workshop last week. LB will be doing an acting workshop this week. Sarah Lewis, Buffy May and James Billington have also offered help to run sessions with the children. CP needs a register so he can cross reference for payments. ACTION: LB to send this to CP. HH to chase Flo for an invoice so CP can pay her. HH wants to know when to propose 2026 October show at QE Western Road. The three shows to be considered are High School Musical, Matilda and The Addams Family. Proposed CP, Seconded SM, all in favour for show, whichever is chosen.

- 8.4 Panto – Sunday 14<sup>th</sup> September audition. Audition panel LB, BM, NG plus one more.
- 8.5 Joseph – MC asking for agreement to do 90-minute tour version, which has the megamix, rather than the 60-minute version. Huge problem that you get licence from Andrew Lloyd Webber and one from Wise Music Group and start charging in addition to ALW. £528 for 10 vocal books for 3 months. £7.50 per book per month. Happy to agree exploring 90-minute version. 7.30pm start and only one matinee. Positions vacant: Production Manager, Choreographer and musical director. Lydia Fitton is a possibility, although young but has had some experience and came across really well. Cost was only £50 than we paid Allan. Only issue at the moment is that Mondays are better for her than Wednesdays. She could potentially move her days. Seems to be on board with bringing on the weaker singers as well as encouraging the confident ones. She can be here every week. GM suggests maybe asking if she could come along and do some choral rehearsals but due to work commitments, she is unavailable. Lydia does know musicians she can call upon. Lydia is aware of budgetary constraints and how the sound works and will work well with Chris Welch to create the best sound.
9. Social events: Committee meal – cash only – Friday 13<sup>th</sup> June at Eva's
10. AGM – Wednesday 25<sup>th</sup> June 2025 7.30pm. Need Chairman, Secretary and Minutes Secretary.

Meeting closed at 9.33pm