

**SATS Meeting Notes**  
**From Monday 15 December 2008**  
**Singleton Heights RSL**

**Opened:** 7:25pm

**Present:** A. Doughty, J. Doughty, N. Taylor, D. Taylor, Jim Sandford, Janet Sandford, K. Smith, M. Smith, E. Doughty, M. Guillon, M. Paul and C. Paul.

**Apologies:** J. Blake, M. Godschalk, M. Bowman and N. Bintley.

Minutes of October meeting were presented and moved by Miranda Guillon and seconded by Daryl Taylor.

**Business Arising:**

- No up to date news on the dimmer rack mentioned in previous minutes. Daryl Taylor has taken photos of the lights at the Youth Centre and is still investigating.
- Mark Smith stated part of the reason we didn't have a quorum at the November meeting was due to the lack of applicants received for the NIDA scholarship. He suggested we write letters to schools in February next year to see why no applications were submitted. Lisa Hall of St. Cath's believed that not enough time was given. It is possible that forms were not passed on to the students.
- The committee will review the options for music stand bags in February.
- The committee would like to organise a trip to Cessnock to look at their Performing Arts Centre. They will provide a tour guide.
- The SATS constitution will be further reviewed at the next meeting.
- Mark Smith has no current information on the acquisition of a shed. He spoke with Father Matthew Muller regarding St. Augustine's hall, but at that stage it was on offer to Cooina for further development of aged care facilities. Cooina had two weeks to come to a decision on use of the building. Mark will try to meet with Father Matthew again this week. Even if Cooina go ahead with the development it's possible we can use the space in the mean time.

**Treasurer's Report:**

No report was available this month, however Mark Smith stated that it was very similar to the October report, less expenses of \$440 to Gould Bros and \$550 to the Heights School being payment of Hall Hire.

SATS also needs to pay \$70 to the Dept of Fair Trading to remain Incorporated.

## **Correspondence:**

For the months of October, November and December to present, incoming correspondence comprised of:

- Association of Community Theatre CEO's Report
- Tams-Witmark flyer and list of available shows
- Gould Bros catalogue and statement for \$35.67
- Broke Fordwich Tourism Association invitation to lead their Christmas Carols service on 21<sup>st</sup> December
- Broke Public School request to borrow mike/headsets and fog machine for their production on 15<sup>th</sup>-19<sup>th</sup> December
- Opera Australia 2009 Catalogue.
- Stage Whispers magazine Vol 17 No 6
- Gould Bros statement for \$440.04
- SHPS invoice for hire of hall \$550
- NIDA Short and Part Time Courses 2009 Brochure
- Offer from Majestic Cinemas to purchase group booking tickets to see The Duchess during its season at \$7 per person.
- Letter from M<sup>c</sup>Cafe.
- Gould Bros statement for \$440.04
- Association of Community Theatre form for inclusion of our productions in 2009 What's On! magazine.
- The Village at Hunter Valley Gardens expressions of interest for a theatre day in the picnic grounds.
- Aon Insurance renewal notice total \$1305 for Public Liability and Voluntary Workers Personal Accident.

For the same period, outgoing correspondence comprised of:

- Letter to Cooina accepting their invitation to sing Carols on 4<sup>th</sup> December
- Letter to Broke Tourism declining their invitation to lead Carols on 21<sup>st</sup> December
- Letters to head teachers of high school drama departments regarding the NIDA scholarship being offered.

## **General Business:**

Further discussion and a decision re: Hunter Valley Gardens will take place at our next meeting.

A \$150 donation was received from Oxygen Dance for use of our backdrop.

A payment of \$300 was received from Quest for use of our sound and lighting equipment.

Discuss will take place in February to develop a new procedure for dealing with external requests for assistance with people and equipment. In the future we may ask people to turn up to our meetings to present such requests in person.

Mark Smith thanked Janet Sandford for organising Carols this year. He also thanked Jim Sandford and Daryl Taylor for their work with Quest, St. Catherine's and Broke Public School.

Kaylene Smith has started making purchases for Beauty and the Beast.

Narelle Taylor believes that Catherine Gilmore may not be at King Street School next year so the planned children's theatre group may not eventuate.

Michael Godschalk needs to be informed about audition dates for Beauty and the Beast so he can post them on the website (*note from Michael. This didn't happen*). Advertisements will also need to be placed in the Argus.

**Meeting Closed: 7:55pm.**