

Minutes of SATS Meeting Monday 21st February 2011

Opened: 7:10pm

Present: Pauline Harrison, Alison Doughty, Jon Doughty, Jenny Blake, Brian Blake, Narelle Bintley, Janet Sandford, Miranda Guillon, Kaylene Smith, Michael Godschalk, Mark Smith, Meg Bowman.

Apologies: Nil

Minutes of December meeting presented by Miranda Guillon and seconded by Kaylene Smith.

Business Arising:

- The final payment for the shed has been made.
- A donation of \$10000 from Apex has been received.
- Jon Doughty is yet to speak to Jennifer Blythe of Singleton Council re: Takahata grants.
- Mark Smith has made contact with the Newcastle Civic Theatre with tentative bookings for 6th/7th July for Dusty the Musical. Mark needs to see the Technical Manager who deals with onstage and front of house as we have to hire people to deal with these areas. Daryl Taylor, Bob Moore and Mark hoping to speak with Tech Manger within the next two months.

Treasurer's Report:

The Card account has a current balance of \$669.08

The Cash Management account has a current balance of \$6623.44

The Cheque account has a current balance of \$1068.18

Money has been deposited into the card account and it can stay there for the show.

The Sandford's have paid their membership fees in advance for next year.

The Treasurer's Report was presented by Jenny and seconded by Brian Blake.

Correspondence:

Year to date incoming correspondence comprised of:

- Association of Community Theatre invoice for membership renewal and application form for "What's On?" brochure.
- AON Insurance invoice for Public Liability (\$850) and Voluntary Workers (\$430) including brochure and policy doc.
- Email from Jan Faulding re: Singleton Arts Festival and attached letter from the Rotary Club.
- Flyer from the Singleton Youth Venue for A Bucket of SSsshlopp multimedia project.
- Hal Leonard licence agreement and billing rights for Guys and Dolls.
- Regional Publishers invoice for audition notices.
- AON insurance final notice dated 10/1.
- AON insurance lapse notice dated 24/1.
- Signcraftsman invoice for electrical fittings and cables for shed \$1097.98.
- Information pack for participants in Port Macquarie Festival of One Act Plays.

- GIO Business Insurance Policy Schedule for Fire and Other Damage for shed (\$459.83).
- Email from Arts Upper Hunter with flyer for Theatrefest 2011.

For the same period, outgoing correspondence comprised of:

- Completed "What's On?" form faxed to Assoc of Community Theatre.
- Sponsorship application to Macquarie Generation.

Janet Sandford has spoken to Jan Faulding regarding the Singleton Arts Festival. It's considered not practical for SATS to participate due to the timing of the festival and Guys and Dolls. Janet suggested they hold a concert in which individuals can participate if interested. Miranda Guillon to send a reply to Jan Faulding.

General Business:

Guys and Dolls is going well. Chorus rehearsals have started and the boys are working on their harmonies. The band started rehearsing on Saturday.

Pauline is going to give Alison a list of percussion instruments required to see if we can source them from somewhere.

Mark Smith is organising tickets and will liaise with Jenny Blake re: front of house.

Meg Bowman will organise a roster for the Bloons and Blooms shop where the tickets will be sold.

Miranda is in the process of drafting sponsor letters and hopes to post out this week.

Dancing for girls starts Thursday.

Miranda reported on a meeting held with Alison in which changes were made to the show sponsor system.

- Gold and Silver sponsors will no longer have set nights.
- Free tickets have been reduced to 8 for Gold and 4 for Silver sponsors.
- The Program level of sponsorship is now titled Bronze, with the former Bronze level being removed altogether.
- Wine and Cheese night has been reintroduced for Opening Night.
- A Platinum level of Sponsorship has been introduced for \$3000 including 10 free tickets and a half page ad in the program.
- Macquarie Generation will be known as a Patron of SATS and we are hoping to receive a \$5000 donation.

A general discussion was held regarding the changes with the only concerns being that we may lose smaller programme sponsors who in the past have taken up the \$70 Program Sponsorship which is no longer available.

Michael Godschalk moved that we go ahead and trial the new sponsorship system for 2011. Motion seconded by Mark Smith. Motion carried.

Janet Sandford drafted a letter to Rotary after a discussion with Jon Doughty, Peter Knight and Daryl Taylor following our performance at their Carols Event in December last year. The letter politely stated that we as a group felt that there is a total lack of recognition and appreciation for the volunteer performers and the format for the night basically took the group for granted.

It was agreed that the carols night in its current format did not work for us as a group and that it had essentially "run its course".

Mark Smith offered to put his name to the letter as president of the society. Janet planned to have the signatures of the Presidents of SATS and the Town Band, Peter Knight, Jon Doughty and herself. Mark moved that the letter be posted, which was seconded by Jenny Blake. Motion carried.

Miranda will do up a cover letter for the town band.

We could still perform for Cooina, however last year was a fiasco and we need to make sure we are not put in the same situation again with performers going down due to heat and Santa arriving in the middle of a duet.

Jim Sandford has asked if a complete budget for Dusty in Newcastle will be presented before we make a decision. Mark is looking further into it over the next few months and will then table one.

The deposit would be due around July. Other costs are not due until after the performance. Mark is looking to get grants from the Upper Hunter and Singleton of around \$2000 to help with the cost.

He wants to talk to Macquarie Generation for a one off increase in sponsorship.

He thinks we'll be able to use our own sound gear.

The only real extra cost is the hire of the theatre.

Thinking this will be around \$15,000. Looking to get three performance sponsors around \$1,500 each.

With intimate theatre set up there are 600 seats available, thinking around \$30-\$35 per ticket. Civic Theatre takes care of ticket sales and all money handling. They take their share of the money, send off what is owing to Origin and then we get the rest or a bill.

Mark is hoping to audition in September so Newcastle aspect can be canned if people aren't interested and we can get our deposit back.

Jon raised concerns about taking our shows out of town when people can come here from Newcastle to see us and they don't.

It was suggested we should look at a membership drive as we have lost so many members, particularly younger cast who have left town.

Jenny Blake will not be standing for the Treasurer's job at the next AGM. The position will be up for election in August.

Jenny Blake was presented with her certificate of Life Membership that was awarded in July last year.

Jon would like to get a bus together to take the cast and crew of guys and dolls to the races in Newcastle on either 19th March or 2nd April.

Michael Anderson is getting married next month. Miranda will organise a card to be given to him at rehearsal.

Meeting Closed: 8:45pm

