

General Council Minutes

9th January 2023 .

Present: Simon Gleisner (SG) Chair; Guy Jones (GJ); Cal Beckett (CB); Lisa Thomas (LT); Jo Boniface (JBo); Gareth Milton (GM) ; Lorna Felix (LF)
Minutes.

	Item	Action
1.	Apologies: BH; CS	
2.	Minutes of GC 12th December 2022 : Approved	
3.	Matters Arising/Actions outstanding: a. Wardrobe: Installation of additional rails. A meeting has still to take place with the Wardrobe team, delayed due to sickness. b. EDI : Member update	BH SG
4.	New Membership System GJ talked us through the key findings from his extensive research of alternative membership systems. Key issues for comparison are ease of migration, functionality and cost. GJ will share a spreadsheet highlighting the pros and cons of the various systems he's looked at for GC members' consideration. SG hopes that it will be possible to make a decision next GC and that costs can be included in CS budget predictions.	GJ
5	Review of £5 Wednesdays GM has prepared a summary of all flexible tickets sold since their introduction in September 2022. Overall 37 of 84 bookings(not tickets) for those dates included adjusted lower price tickets. GM has also prepared a comparison of new ticket pricing structure which includes flexible Wednesdays v old pricing structure on tickets sold. The result is that SLT ticket revenue overall has increased under the new structure. GC unanimously agreed to continue with flexible Wednesdays. SG and GJ to look at including a question about flexible pricing in SLT members' survey. Website update GM is attempting to get some additional functionality on the website and reported that there are some issues with some aspects of current functionality, such as the search facility and a few ' snagging' points that need fixing. GM will let SG know how much this will cost.	GJ; SG GM

	A budget for development costs needs to be included in the overall budget forecast.	CS/GS
6.	<p>2023 AGM Date - Sunday 11th June at 19.00</p> <p>Timeline: Notice of AGM is to be posted 60 days beforehand, hence by 12th April. (this is before the April GC meeting because of Easter)</p>	
	<p>BPT Update</p> <p>CS reported (via e- mail) that there are significant cost pressures in BPT and that he and Marianne are to prepare forecasts for a review at the next GC and BPT Board meeting.</p> <p>LT said that BPT have not invoiced for the Youth Theatre Manager salary since March 2022 because of lack of clarity around the impending transfer of YT Manager to SLT payroll. Also they have yet to invoice for the full overhead costs as per pre covid.</p> <p>SG to invite Charlotte Benstead to a GC meeting to share about building upkeep costs/hiring space and theatre needs. Also to plan a joint GC/BPT Away Day.</p>	<p>CS</p> <p>SG</p>
7.	<p>Bar Committee Update</p> <p>External theatre hires have chosen earlier show start times than usual SLT timings which has put pressure on bar volunteers, and makes covering trickier. This may be something Bar Comm needs to discuss with Bex ahead of future hires.</p>	
8.	<p>General updates not already covered</p> <p>a. Finance: CS reports SLT financial position is satisfactory, cash position at 31 December 2022 is approximately £88K - slightly above 2021 year end. But it was noted that BPT has still to invoice for salary and overhead costs so that position will change. CS will work with Marianne to produce a consolidated picture of SLT/BPT finances and produce a new budget.</p> <p>To date there have been four applications for the Bookkeeper role. CS hopes they'll appoint by the end of the month.</p> <p>In the meantime SG will contact CS to ascertain what the priorities are ahead of additional staffing resources.</p> <p>b. Membership: New members are joining to take part in shows. Next new members open evening is on Wednesday 11th, all are welcome.</p>	<p>CS</p> <p>SG</p>

	<p>c. House Sign ups are available for shows that are on the website.</p> <p>d. Theatre Committee 2023 Season : Planning continues with rights secured for History Boys, and SG filling the May vacancy. There may be further changes depending upon rights and individual Director circumstances.</p> <p>Shorts: Peter Stevens is taking a lead on collation, and is building a team around him. CB keen that an invitation for submissions needs to go out by the end of the month.</p> <p>Ken Lucas Legacy: The terms of the legacy is an annual award of £100 to the author of the best play in the annual competition, with a further £100 towards production costs. The money bequeathed covers for the next ten years.</p> <p>GC agreed that the best way forward is audience votes rather than a committee decision.</p> <p>Member Mix w/c 12th and 19th Feb. Details nearly finalised, SG waiting upon final confirmations for publicity. CB to give GM details for Ticket Source.</p> <p>e. GTM/Wardrobe No report.</p> <p>f. Youth Theatre The new term has just begun. Big focus is on YT play 'Chaos'.</p> <p>Thumbelina Director Charlotte Benstead passed on support to Teresa, YT Manager and the team of chaperones for their help.</p> <p>g. Publicity: This season's brochure should be out this week.</p>	<p>CB CB</p>
<p>Next Meeting : Open Meeting Monday 13th February 2023</p>		