

CAODS AGM 2017

Chairman's Report

This report covers the period June 2016 to May 2017. It will also focus on our achievements during 2017 and our priorities for the year ahead. This is my first report since taking over as Chairman from Tracey Perry last December. Despite being on the Committee numerous times over the past 20 years, it has personally been a steep learning curve for me, taking on this new role and filling Tracey's shoes. At this point, I would like to thank Tracey for her support during the year and to this wonderful Committee who sit before you – change is never easy but you have made the transition so much easier and hopefully smoother all round. Thank you to you all.

In September 2016 the circus came to town with 'Barnum'. This had been on our 'list' of potential shows to tackle for quite a while, so when the opportunity came up, we welcomed the challenge. And what a challenge it was! From learning circus tricks, to tightrope walking, trampoline training, stilts and a stage full of cast throwing bricks to each other in sync.....what could go wrong!!!!!! We had a big ensemble cast, a great production team and everyone did something with the tricks. Overall, we enjoyed the show and had good reviews and 81% sold, but there is one person that we couldn't have done it without.....and that is Brad Wendes. Not only did Brad and his staff from Team Kinetix help with the circus straining, he provided equipment, crashmats and even more importantly expertly walked the tightrope every night after our Mr Barnum had his accident at the tech. Thanks Brad for everything you did. A very fun but challenging show – and perhaps we can agree to not do that one again for a while !!!!

In February this year, we put on our dancing shoes once again with the 1962 Off Broadway Production of Cole Porter's 'Anything Goes'. A far simpler show this time, much to the crews delight, with one set and a small on stage band. Another enjoyable show, 75% sold and good reviews. Thanks to everyone involved in both shows for all their hard work.

Since then, All Shook Up took to the stage in September, worth a brief mention today. Despite some difficulties in the early rehearsals with changes in cast, we had a fantastic rehearsal experience and brilliant show week, with great reviews. Sadly the ticket sales were not as great as we hoped – however when we chose the show we knew it probably wouldn't be a great seller as not well known. But if we only chose shows that sold well it would get a bit boring wouldn't it!!! Thanks to everyone involved for all your hard work once again.

I thought this would be a good opportunity to highlight the key achievements that we, as a society, have achieved this year. There has been a huge amount of work going on, some things you may already know, but others might surprise you as to what we have spent our time doing – as well as getting the productions going. We are aware that you really would like more information as to what else is happening in the society, and how decisions are made, so we will endeavour to provide more insight in our communications going forwards – hopefully this a start.

ACHIEVEMENTS

- We have placed a huge emphasis this year on cost saving and cost efficiency. Every year costs go up whereas ticket sales get harder, so every penny we can save the better. All areas of budgets are constantly being reviewed and challenged – which I'm sure Jean will discuss in greater detail a little later, but we have made a good start this year on improving those savings and will continue to do so in 2018.
For example, we have negotiated new reduced fees with our Directors and Musical Directors for all our forthcoming shows in 2018 and 2019. We have agreed fees up front prior to contracts being signed and our 'staff' have been very supportive with fee negotiation. We have been working hard on costs of set and costume hire also, looking at alternatives to what we have done in the past, without impacting on the quality of our productions. Our thanks to our Wardrobe Mistresses this year, Lynette and Steph, for their support. Costs remain at the forefront of our minds during 2018 and the Committee commits to continuous review of all areas. My sincere thanks to Jean, our Treasurer, who works tirelessly on the budgets and costs – your hard work is very much appreciated.
- The big challenge during last Spring in to the summer months was the proposed Development of the Meteor Way Site which includes the HQ. Finding out in the press about the proposals was a bit of a shock and everyone pulled together brilliantly from CAODS and Young Gen memberships to initially challenge the proposals. Press were involved and CAODS and Young Gen's famous alumni gave fantastic support to our emergency response. CAODS set up a meeting with all the other club residents of Meteor Way and then subsequently set up a Project Team consisting of Young Gen, CAODS and the Trustees of the building. At these meetings that took place in the summer, action plans were devised. Thank you to everyone who helped on these teams and those who donated their support with legal advice etc. We also held meetings with local councillors to get them on our side and explore our facilities. A number of Senior Councillors and Planning Officers also attended our 'Dirty Rotten Scoundrels' Open Evening in October. They were amazed at the quality of the HQ facilities, the members and longevity of the society itself and the impact that both Young Gen and CAODS have in the arts community in Chelmsford.
As you may know, the response to the consultation has been delayed until the new Year rather than November. But we hope that our efforts have not been wasted and they will leave the Meteor Way site alone. We will update you as soon as we hear any news.
- We welcomed two new Musical Directors to the society this year – Bryan Cass – well not so new, but new as an MD taking up the role for Barnum and Anything Goes, and Clare Penfold – who joined us for All Shook Up. It has been lovely to have them on board and we are very much looking forward to working with them in the future.
- The Publicity Team have done an incredible job this year.....a new team led by Cassie Estall who have all worked their socks off on what is and seems to be never-ending work! They have introduced some new ideas this year and pushed our social media a lot further – all within the realms of a small budget. We have also been lucky to have non-committee volunteers on the team – so our thanks go to Oli, Kieran, Natasha and Becki, along with committee members Brad, Dave, Christine, Jess and Dannii. Of course, selling the shows should be all of our responsibility whether we are in a show or not, so your continued

support in this area is appreciated. Flyers and posters for DRS are out and we would be grateful for you to take some this evening.

- On the note of ticket sales, it remains just as hard to sell tickets and the last minute rush to purchase is now the common trend it seems for our productions. We have been looking at other ways to increase sales and are currently looking at the options of 'flash sales'. This would be a new concept for us and we will look in to the pro's and con's of doing this for our shows during 2018 if sales are low. It is viable to do so with the Civic Theatre. Of course your thoughts and ideas would be most welcome.
- Peter Hockley successfully took over as Membership Secretary from Diana Easton this year. Our thanks go to both of them for their hard work. Dave Yetton also deserves a special mention at this point as he is always there welcoming new members, arranging for them to come down to rehearsals, and doing a lot of work to support Peter. Your warm welcome to new members is very much valued and appreciated. Peter has done a great job encouraging the membership use our online system this year, which is so much easier. In 2018 we will be working on getting Gift Aid in process – this will really impact on our financials so watch this space as the membership year renews. We currently have 123 members, the exact number we had last year. I know Peter would also like to thank Dave for his work on signing up previous Vice-Presidents back to the society - and we are delighted to welcome them back to CAODS and appreciate their support. With 6 months to go still until the end of the membership year, we hope to increase our membership still beyond 123 – which would be the first time in several years.
- Our Communications role has been expertly managed by Kim during the year. Bulletins go out to you all every month straight after a Committee Meeting. We have introduced the MailChimp system for the Bulletin as well – and after some teething problems – it appears that this is now working well. If it isn't for you, please do come and tell us! Our email system Gmail continues to be problematic but you will be pleased to hear that a priority for the new year will be to get a new email system!! Please bear with us whilst this gets sorted, and apologies for repeated emails.....! Kim is sadly stepping down from Committee to spend more time with her family, but we are pleased that she will be continuing to do the Bulletin from outside committee for the year ahead. Thanks Kim for all your hard work.
- Our Website guru, Jess Broad, has done an excellent job maintaining the CAODS website – which I am sure you will agree, it looking lovely and developing every day. Jess has introduced the use of MailChimp for all our mailing list targets which is far more professional than any emails we used to send. Jess is continuing to load the backlog of 'previous shows' in to the website – a massive task in itself. Jess is also stepping down from Committee this year, but is continuing in her role as Website Administrator for the society outside of committee – which can be easily done. We will miss you Jess but thank you for your continued support and hard work. We must also make a special mention to Amanda Parsons, who initially developed our site, and works very closely with Jess. Amanda is always there helping out in the background and never charges us for any of her support – despite it being her business. Thank you Amanda for your very kind support.
- This year we introduced the Life Member/Vice-President Preview Night. This idea was designed to get our Life Members and VP's more involved in the society – as most are not

involved in the productions themselves – and to enable the cast to have a small audience to perform to during the latter stages of rehearsals. We introduced this for ‘All Shook Up’ and had a fantastic evening – everyone decided it was a success, so we are doing this again for DRS and will continue to do so for future shows.

- The Open Evenings continue to be a huge success too prior to the launch of a new show. We have now had 2 and we really think these are positive for the society. We are looking forward to continuing with these at the start of each new production. We have also introduced the concept of a ‘Cast Rep’ per production. A willing volunteer from the cast is responsible for sharing feedback to the committee about how it is all going, so that any issues are resolved promptly. This worked well for ASU and we hope to continue with this role if each cast would like it.
- This year we have also introduced a Charities role on to Committee, Dannii Carr (no relation!) has kindly stepped in to this role. As a society, we already do a few things to support charities (such as the Christmas Card donations etc), but we do feel we can do more. Dannii will be progressing with this to see what else we can do to support other charities and know he would welcome any ideas you have.
- Our programmes, flyers and posters were taken in-house this year, with Brad and Cassie designing and editing them for ‘Anything Goes’ and ‘All Shook Up’. We have had some lovely positive comments about the new programmes but the biggest impact in on the cost. Whereas we used to pay John Drewe for the design, Brad has been undertaking this for free – of which we are most grateful for his time and support. We now have a new size and going forwards we are reducing the pages from 24 to 20, making an even greater saving. Massive thanks to both Brad and Cassie for their hard work.
- The committee have this year pulled together a long list of future shows that encompasses all of your suggestions, what is available and not available, what is on our top wish list when things become available (for example Mary Poppins etc).....thank you for all your suggestions. Keep them coming. A priority early in 2018 is to continue to research some of these shows regarding cost, set, costumes etc – and then go forwards for shortlisting.
- Lastly, it is on the agenda for later – the introduction of the Code Of Conduct Policy and the Safeguarding Policy to the society. Sadly, with everything that is going on in the world these days, NODA suggest that every society has these in force. We have designed these policies with the support of NODA guidance and wish for these to be implemented immediately. So – discuss these later.

So these are just some of the main achievements that we have focussed on during 2017. No doubt the list will ever increase in 2018.....and so it should. Our society is ever-evolving and should never stand still. Of course, not everyone will like every idea that is introduced or decision that is made, we all have our own views on what works and what doesn’t. However, the strength of our society is the people who have got it to this stage over the last 97 years and you all.....maybe we have been there before, done that, didn’t work last time, why should it now.....or thoughts of ‘that will never work, that’s the wrong decision!’. But my thoughts for the year ahead would be to embrace any changes

that come in, and it doesn't hurt to sometimes try new things. But also to respect decisions that are made. Lets continue to work to open the communications between committee and membership – remember, the Committee are 'on your side', we are all striving for the same thing – the success and longevity of our society – but for us all to be mindful of other people opinions and respect them. We have two very exciting shows coming up after DRS.....Top Hat and MFL.....and our 100-year anniversary in 2020. It would be great to start hearing your views on how you think we should be celebrating making it this far and hopefully for another 100 years after that.

Finally, I would just like to thank everyone who has worked tirelessly for the society behind the scenes over the past year. The backstage crew under Tracey's management, our production teams, costume mistresses, those who have helped with social events and fundraisers – what would we do without you. And I would like to personally thank the Committee for their hard work this year – sometimes we forget that this is their hobby, they do this out of their own time and for that we are truly grateful.

Thank you.



FINANCIAL OVERVIEW 2016/17 by Jean Pinkney Treasurer

INCOME

Subscriptions

Down on acting members – smaller casts. Non acting members are similar numbers.

Action - Members that have not renewed over the past few years will be contacted and gift aid pursued.

Donations

Hire of Props to other companies – not in our control.

Sundry Income

Includes £211 refund from bank charges Nat West & Alzheimer's income which has gone out in expenditure

Building Society Interest

Represents a true yearly income compared with 2016 which included a small amount of the previous year as well.

COST OF RUNNING THE SOCIETY

Printing & Postage

Postage & printing of bulletin for people with no email – regular bulletins go out now, which costs around £4.73 per member and we have 18 on the list.

Insurance

We undertook an alternative quote for insurance to check we were getting the best deal. Our current insurer came out competitively, but we found out that we had an inclusion of 'cover for terrorism' costing £204. This was cancelled, hence the lower figure.

Website

Due to our committee member Jess working on maintaining the website, this has saved us costs of over £800.

Sundry expenses

This includes the payment of the Alzheimer's income £349.50, Flags for publicity £162, Open Evening Expenses £69 (a new idea).

Society Awards

This was for Tracy Perry's retirement.

Shows

Barnum was an expensive show to put on due to Scenery, Costumes, & Lighting hence the loss of minus £2585.

Caods are very grateful to John Sullivan for not charging us for special Effects of around £250.

Anything Goes was a considerably cheaper show and therefore although tickets sales were lower than Barnum, the show made a profit of £2566. This almost covered the loss on Barnum.

Please note on these set of accounts rehearsal pianists for 2017/16 have been shown in the MD & Orchestra, which is why the figures look higher than 2016/15. The reason is because we are now looking at the overall costs each production of the MD, band and rehearsal pianists. If we add rehearsal pianists to the 2016/15 figures then the two sets of accounts would read:

Anything Goes £4910 (small band) Barnum £7200 Legally Blonde £8473 Sister Act £9219

All Shook Up in next year's accounts are £6199. These figures reflect the cost savings we are striving to achieve.

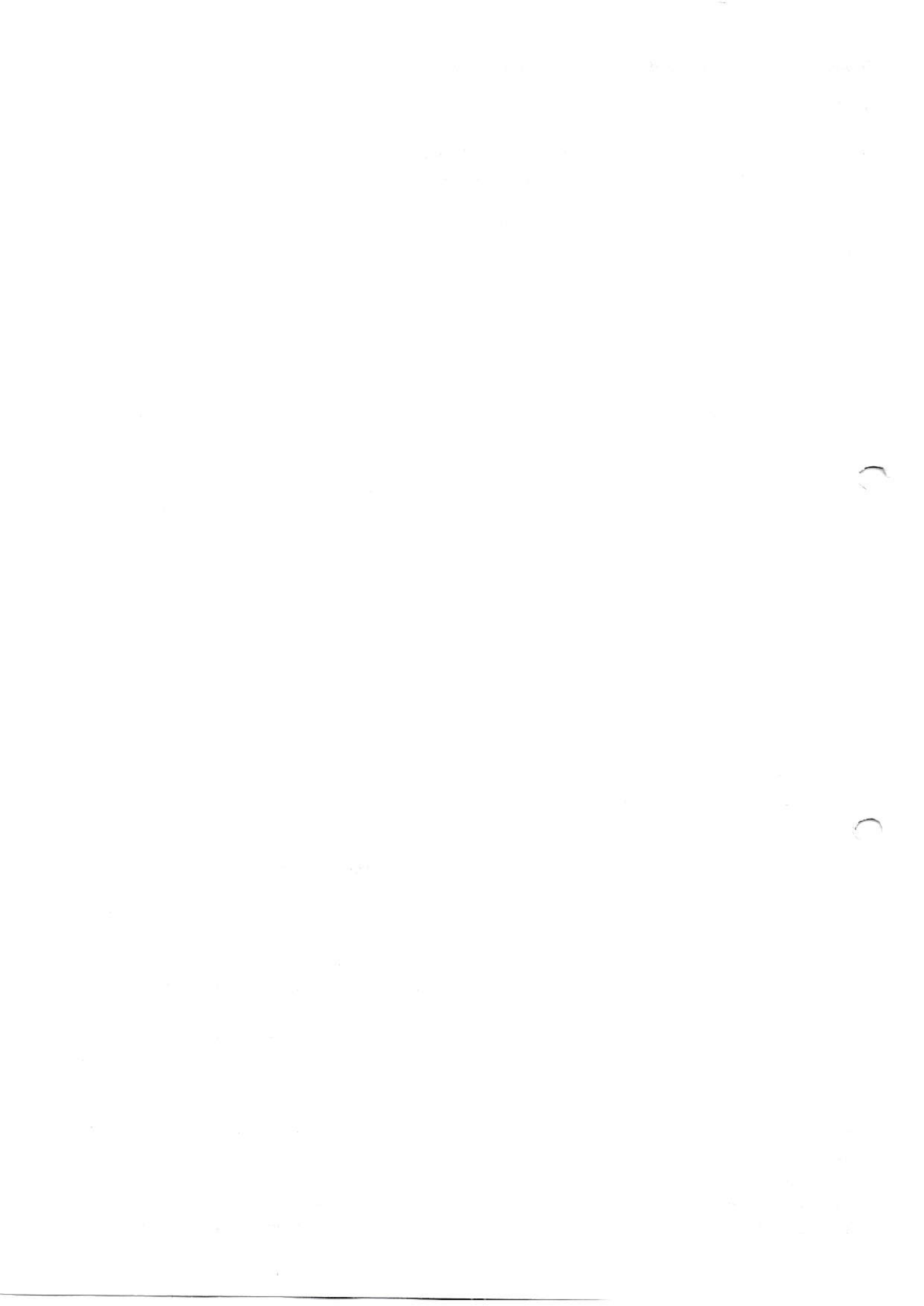
We are also looking very carefully at our Total production costs and we have reduced these over the last few years: Sister Act £49286 Legally Blonde £46049 Barnum £42355 Anything Goes £37107 All Shook Up £35950 and we will be continually reviewing how we can achieve savings without reducing or compromising the standard of our shows.

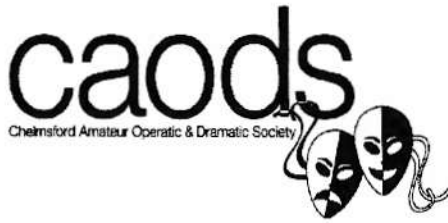
Social Events

We continue to make a profit of around £1700 from coffee mornings, Quiz Evening and Fundraiser which helps to cover any loss on our shows.

Fixed Assets – the figure of £10 has been written off this year, as there is no reason to continue showing it.

Very pleased to show a surplus of £3038 for the year, which is in our bank balance of £30722. Our building society balance is £35022. Therefore Total Current Assets £65744 with prepayments of £4665 and loan of £5000





CHELMSFORD AMATEUR OPERATIC

AND DRAMATIC SOCIETY

ACCOUNTS

FOR THE YEAR ENDED 31 MAY 2017

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AUDITORS REPORT

**TO THE MEMBERS OF THE CHELMSFORD AMATEUR OPERATIC AND
DRAMTIC SOCIETY**

In accordance with your instructions, I have examined the Accounts set out on pages 2 to 6.

In my opinion, the Accounts are in accordance with the accounting records and explanations given to me and I consider that the Balance Sheet as at 31st May 2017 gives an accurate view of the state of affairs of the Society as at that date.



.....
J.H. Halliday A.C.I.B.

13 Stock Road
Billericay
Essex
CM12 0AH

.....²³/₇..... 2017

CHELMSFORD AMATEUR OPERATIC AND DRAMATIC SOCIETY

GENERAL REVENUE ACCOUNT FOR THE YEAR ENDED 31 MAY 2017

	2017		2016	
	£	£	£	£
<u>SUBSCRIPTIONS</u>				
Member Subscriptions		3110	3335	
				3,335
<u>OTHER INCOME</u>				
Bank Deposit Interest		7		15
Donations		457		530
Merchandising Profit		0		0
Sundry Income		571		0
Building Society interest		489		533
				<u>533</u>
		4,634		4,413
<u>Less: Cost of Running the Society</u>				
Printing, Postage & Stationery		163	51	
N.O.D.A Subscriptions		200	200	
Annual General Meeting Expenses		144	152	
Insurance		1637	1,833	
Website		25	878	
Society Publicity		0	-	
Sundry Expenses		1108	442	
Society Awards		47	0	
				<u>3,556</u>
		3324		857
		1,310		
<u>General Revenue Surplus for the Year</u>				
<u>Surplus / (Deficit) for the Year on Shows</u>				
Barnum/Anything Goes 2016/2017		-2585	445	
Sister Act/Legally Blonde 2015/2016		2566	-3,163	
Concert				
				<u>-2,718</u>
		-19		
Surplus for the Year on Social/Workshop Events		1757		1,762
Written off fixed assets		-10		
Surplus / (Deficit) for the Year		<u>3,038</u>		<u>-99</u>
<u>Legacies</u>				
		-		-
Surplus / (Deficit) transferred to Reserves		<u>3,038</u>		<u>-99</u>

CHELMSFORD AMATEUR OPERATIC AND DRAMATIC SOCIETY

SHOW ACCOUNTS FOR THE 2016/2017 SEASON

	2017/2016		2016/2015	
	Anything Goes £	Barnum £	Legally Blonde £	Sister Act £
INCOME				
Box Office	36657	35459	42567	41575
Show Fees	1225	1155	1015	1295
Programme Sales etc	1071	1130	1068	1228
Programme Advertising	290	530	600	750
Sponsorship	0	1000	500	500
Lib money	360	405	675	775
Sundry income	70	91	69	
	<u>39673</u>	<u>39770</u>	<u>46494</u>	<u>46123</u>
<i>% of Tickets Sold</i>	74.90%	81%	99.50%	84.80%
EXPENDITURE				
Civic Box Office	1560	1517	1773	1736
Hire of Theatre	4978	4274	4190	4877
Royalties & Rental	4150	3867	9325	9424
Lighting	2810	3397	3208	2827
Sound	2400	2400	3600	3997
Director inc expenses	4600	4550	3500	3500
MD & Orchestra	4910	7200	5875	6675
Costumes	2766	3868	1562	2960
Scenery	3774	5070	4434	4434
Properties	50	131	645	576
Rehearsal Expenses	2112	2371	4718	4695
Publicity	1446	1685	1331	1765
Stage Mngr Expenses	176	192	285	197
Sundry Expenses	460	579	378	398
Programme Expenses	915	1225	1225	1225
Special Effects	0	29	0	0
	<u>37107</u>	<u>42355</u>	<u>46049</u>	<u>49,286</u>
Net Surplus / (Deficit)	<u>2566</u>	<u>-2585</u>	<u>445</u>	<u>-3,163</u>
Total for the Year on Shows		<u>-19</u>		<u>-2,718</u>

CHELMSFORD AMATEUR OPERATIC AND DRAMATIC SOCIETY

SOCIAL EVENTS ACCOUNTS FOR THE YEAR ENDED 31 MAY 2017

<u>Events - 2016/2017</u>	<u>Income</u>	<u>Expenditure</u>	<u>Surplus/Deficit</u>
	<u>£</u>	<u>£</u>	<u>£</u>
workshop costs copying	0	15	-15
Coffee Morning June	54	0	54
Coffe Morning Sept	54	0	54
Quiz Evening October	572	0	572
Coffee Morning February	28	0	28
Coffee Morning 3rd April	60	0	60
Fundraiser April	1838	834	1004
	<hr/>	<hr/>	<hr/>
	2606	849	1757

<u>Events - 2015/2016</u>	<u>£</u>	<u>£</u>	<u>£</u>
Coffee Morning June	52	0	52
Coffee Morning Sept	51	0	51
Quiz Oct	444	0	444
Coffee Morning Feb	64	0	64
Coffee Morning April	45	0	45
Fund Raiser April	1106	0	1106
	<hr/>	<hr/>	<hr/>
Total for the Year	1762	0	1762

CHELMSFORD AMATEUR OPERATIC AND DRAMATIC SOCIETY

BALANCE SHEET AS AT 31 MAY 2017

	<u>Notes</u>	2017	£	<u>2016</u>	£
<u>Fixed Assets</u>	1	0			10
<u>Loan Accounts</u>					
Chelmsford Young Generation Headquarters Trust	2	5000			5000
<u>Current Assets</u>					
Bank Balances		30722		30,789	
Debtors		0			
Prepayments for Future Shows		4665		3,539	
Building Society		35022		34,533	
		<u>70409</u>		<u>68,861</u>	
<u>Current Liabilities</u>					
Accrued Expenses		0		500	
Income for Future Shows		0		1,000	
				<u>1,500</u>	
<u>Net Current Assets</u>		<u>70,409</u>		<u>67,361</u>	
<u>Total Assets Less Current Liabilities</u>		<u>75,409</u>		<u>72,371</u>	
 <u>Represented By:</u>					
General and Social Funds	3	<u>75,409</u>		<u>72,371</u>	

Signed: *JB Pinkney*
Treasurer

Date: *19/7/2017*

CHELMSFORD AMATEUR OPERATIC AND DRAMATIC SOCIETY

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MAY 2017

<u>1. Fixed Assets</u>	<u>Equipment</u>
	<u>£</u>
<u>Cost</u>	
Balance as at 1 June 2016	1,713
Additions	-
Balance as at 31 May 2017	<u>1,713</u>
<u>Depreciation</u>	
Balance as at 1 June 2016	1,703
Charge for the Year	10
Balance as at 31 May 2017	<u>1,713</u>
<u>Net Book Value</u>	
As At 31 May 2016	<u>10</u>
As At 31 May 2017	<u>-</u>

2. Loan Account - Chelmsford Young Generation Headquarters Trust

To assist in the financing of the cost of the Building it was agreed by the Executive Committee to lend £15,000 to the Trust as an interest free loan for a maximum period which is equal to the duration of the lease of the sight. Over the years repayments have reduced the loan to £5,000 with no further repayments agreed to date.

In return Chelmsford Amateur Operatic and Dramatic Society will have primary use of the rehearsal area for the two agreed evening sessions per week together with the use of the other facilities on other days by arrangement.

<u>3. General and Social Funds</u>	<u>2017</u>	<u>2016</u>
	<u>£</u>	<u>£</u>
General and Social Fund	72371	72,470
Surplus / (Deficit) for the Year	3038	- 99
General and Social Funds	<u>75409</u>	<u>72,371</u>



Social Report for AGM 2017
for the Financial Year 2016-17 ending 31st May

Again we have had another successful year on the social side of CAODS.

The coffee mornings have continued to be popular with all attending. Everyone is welcome to attend and at £2.50 for as much tea, coffee and cake is very good value for money. Again I would like to thank Tracey who continued to help out until she started a more regular job this year and Jean, who tirelessly helps out with making cakes and helping to set up. Geoff Baker continues to supply us with the most amazing cakes and scones, these are much better than any tea shop that I have been to in Essex and that's quite a few! It really is appreciated. I would like to thank those that also help to tidy and wash up at the end, it is a great help. So from a financial point of view the coffee morning in June raised £54, September also £54, February £28 and April £60, making a grand total of £196.

The quiz night took place in October with thanks to the organisers as they helped us to raise £572. I would particularly like to thank Robyn for creating the quiz, Jean for scoring and Jess for calling, also John Sullivan for organising the PA system.

In April Keeley very kindly put on the fundraiser 'A Piano & A Song' for us, 100 people attended, Jean supplied a lovely meal whilst we were entertained by members of CAODS and what a talented lot they were. It was a fantastic evening which managed to raise the great sum of £1,004. Keeley has supplied me with a great list of people to thank: all cast for performing, serving and setting up. David for accompanying, Tom Harper and Oli Budino for helping to find relevant sheet music, Robyn Gowers for the programme printing, John Sullivan for Sound, David Everest-Ring for lighting, Jean Pinkney and the ladies for the food and washing up. Christine Yorke-Edwards for ticket sales, Brad Wendes for the poster and last but not least Young Gen crew for the venue, staging and set up.

Jean continues to organise theatre trips. 30 people went to see Funny Girl on 28th June and on 4th August 20 people went to see Showboat. Please let Jean know if you have any future ideas for show trips.

Our Charity for this financial year was Alzheimers and in March we donated £404.50 to them. This was money raised from Christmas Card donations and raffles. This year the charity is Farleigh Hospice and as usual we are organising donations if you want to do so instead of sending Christmas Cards. We will send an email out to the CAODS membership with a list of Christmas messages and names of the people who donated to this worthwhile charity.

So from a financial perspective we managed to raise £1,772 for the Society. Whilst this money is useful for the bank balance, more importantly the members of CAODS had some really lovely events to go to, whilst keeping in touch with friends formed at CAODS. It's not always all about the show that is put on twice per year it is about the friendships made and the fun to be had.

I look forward to the remainder of successful events for the 2017/18 financial year. Starting off with a coffee morning on 29th January and a Bunch of Amateurs, which is a play written by Ian Hislop, to be held at the HQ on Saturday 3rd February. Please see Christine Yorke-Edwards for tickets. Tickets are priced at £15 and will include a meal.

Thank you all for supporting the social events. Please keep coming!

Corinne



CAODS AGM 2017

Questions & Responses

- I believe that show fees should not be refunded to drop outs after a certain amount of weeks into rehearsals (8-10 weeks?) to reduce the loss that the society incurs because of these. Adding this as a terms and conditions on the audition form that is agreed when auditioning and accepting your place in the show.
We agree – the situation particularly during 'All Shook Up' really had an impact on our financial situation. We have proposed that this is amended in the rules at the AGM – see Agenda item 15.
- Costume collection during the Saturday night show in the Green Room works so well so I hope this is something that remains.
Whilst this worked for ASU, this really does depend on the show. The amount of costumes hired vary and the number of places we manage to hire from. Therefore, the Costume Mistress will always make a decision based on the most convenient place/time and what space is available at the Civic Theatre on the Saturday night.
- To keep the night where the VP's watch the show rehearsal, however give the cast and production team more notice of this
*This was an idea that came about during ASU – to invite Life Members and VP's to watch a rehearsal - so it was organised quite quickly. However, after great feedback from both cast and audience alike, we plan to keep this evening going forwards. The date has already been agreed in advance (when the call sheet for DRS was issued) and cast made aware. The invitations will therefore be sent out earlier too.
There were some concerns around whether it would then put the audience off buying actual tickets for the show itself, but we found it was the reverse. The VP's and Life Members enjoyed it so much and couldn't wait to spread the word to see the final version at the theatre, with costumes and set and the band.
Thank you to our Life Members and VP's for their support with these evenings, and to the production teams and casts who work so hard to prepare for them.*
- Audition protocol. Keep the audition pieces to a max of say 6 pages for leading roles. ALL auditionees MUST learn the parts to be auditioned for... no one to be considered who hasn't learnt them. It is unfair that one member has taken the time and effort to perfect their audition, yet another member walks in with a script uncertain of dialogue or songs.
*Our Directors always endeavour to keep the audition to a minimum, however some shows require more than others due to the nature of the characters. If the Committee feel that audition pieces are too long, we will discuss these with the Directors going forwards. DRS auditions were particularly long this time for all characters and we will ensure any unnecessary time is dealt with directly with Directors going forwards.
It is not a rule of CAODS or an audition rule that the dialogue or lyrics should be learnt 'off book' for the audition. This has always been a choice of the auditionee, as it often makes it easier for them to act out the character and the panel to visualise this easier. It does not however go against you and we will ensure that this is made clear to all auditionees before auditions going forwards.*
- The lack of men... it seems to have become the 'norm' that men don't audition... waiting to be asked, or so it seems. When they agree to come into the show, they should audition at this stage... if this is then the 'norm' perhaps more men would arrive on audition day.
Sadly the lack of men seems to be a problem across all Amateur Societies, this has been going on for years. We have always tried to be fair and the rule that all cast members pay full Acting Membership and show fee means all cast members are treated the same, therefore no benefit to being asked to do the show rather than auditioning. It is finding the balance between being fair to everyone and making sure all the roles are filled for the production to take place.....never an easy job!

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Questions & Responses

- Where a number of scenes are rehearsed, an emphasis should be placed on ensuring "company" scenes/numbers are scheduled first and principal scenes later. This will ensure greater attendance.
*Our Directors plan their rehearsal schedules for setting and the production team for revision in advance. They always try to work the rehearsals so that the company and principals are called in blocks of time. Attendance is a two-way thing, and if cast could be more upfront about their holiday dates, it would mean less changes. The changes often result in rehearsal seeming to be "all over the place". Late holiday dates really do cause problems when the production team have worked out the rehearsal plan, only to find out that the people needed for that rehearsal are no longer coming.
We can work with Directors going forwards in 2018 however to ensure that setting rehearsals are planned as effectively as possible for all cast.*
- It's a shame it feels like an us/them cast style this year. A show should be found that can incorporate all ages and styles. Can there be another concert. It was a joy to watch.
*The Committee are always trying to choose shows that include all of our membership. Not all shows can accommodate this, but we like to think across the year the shows we produce suit all members in some capacity or another. Limits on available shows is tricky as well as varying costs of the shows themselves. Please always feel free to recommend shows for us to consider. For 2018 we feel we have a good combination of shows with DRS, Top Hat and then My Fair Lady for 2019. Something for everyone perhaps?
It is also made clear to the Director that our entire company is to be involved and used. They along with committee are always around prior to auditions to discuss any concerns.
The idea of a concert is already on the agenda and something that we will discuss further in 2018.*
- Could we try audience video feedback after shows to publicise on social media during show week especially the Tuesday and Wednesday.
We agree - The publicity team are planning to do this, once we have spoken to The Civic Theatre.
- Publicity has been amazing! Surprised we don't sell out every show!!
Thank you
- Wishing the society continued success which is well deserved.
Thank you
- I've enjoyed there being more publicity around non-principals and having 2 publicity days was really fun. This should be the case for all shows.
The publicity team plan to keep more of the cast involved with the promo shots etc. We are keen to keep 2 publicity days when the seasons allow. Hylands House are happy to welcome us back, however due to the weather and the shorter rehearsal period, this will be for a September show only.
- Suggest advertising in local mags ie 'Village Emporium', 'Danbury Villages', 'Your Village Voice' and 'Journal'
*A list of all local magazines etc has been drawn up and in fact an advert has been booked in the Village Emporium for DRS. Any further suggestions for local advertising are always welcome.
Thank you.*
- Why did we not have an Estate Agent board outside our house this show?
Unfortunately, due to timing with our boards and Hamilton Piers employing new printers we were unable to have the boards for All Shook Up. They did display a number of posters for us and are keen to continue the relationship going forward. We will contact you for Dirty Rotten Scoundrels soon, and thank you for your support.

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- How can the committee justify paying around £4000 for a director that is at maybe half of the rehearsals? Especially when it could now be argued that the production assistant role is becoming more of an assistant director (and gets paid nothing); and needing to pay for additional choreography.....all seems a bit of a waste of money.
The fees and costs are always being reviewed. We are aware that the role of Production Assistant can sometimes become more involved than it was and we are as a Committee are offering as much support as we can.
During 2017, the Committee have been working hard to reduce costs in all areas of the society and productions. Director and Musical Director fees are no exception and during 2017 have negotiated new reduced rates with them for all shows during 2017 and 2018. Flat fees have been introduced across all Directors and Musical Directors and these are to be negotiated at the time of booking the Director/MD per show.
In 2018, we aim to continue this process and our aim is to continue to ensure that fees are cost-effective to the society without impacting on the quality of any show.
- From looking at previous AGM account figures, there is a big difference between fees on a show by show basis. What dictates the fee we pay individuals employed by the society? If we are continually making a small loss might it be better to approach with a fee we can afford to pay dependant on each show within reason?
As above we are continually looking into costs. Fees for individuals are being negotiated much earlier on and tailored towards the show costs/budget.
- Why do we not use the in-house talent of directors in order to save money and create more diverse theatre?
- Are CAODS actively looking for other directors, as it seems peculiar that there are very talented members (some of which have directed for other companies) not being approached, or that is their perception? (Might be cheaper as loyal to the society).
CAODS have always had professional Directors and is something that has historically always set us apart from other local companies. We are, however, open to discuss other options for Directors going forward. However, for anyone to be considered, we would need to see strong evidence of good quality varied work/productions and references as a starting point.
- Why does the society pay its band more than other societies (around £10 more per person per performance)?
The band members fees are given to us by our Musical Directors. We do not pay over and above other societies to our knowledge. Whilst we have heard this, we do not have proof and of course need to take into consideration the costs of travel etc to each band member.
- Why are AGM minutes not released in full (with details, for example what does the chairman actually say in their report, what is discussed in the treasurer's report etc)?
All AGM minutes and the Agenda are released prior to the AGM, which includes the Chairman's report and the Treasurers report. All of last years were sent out via email and hard copy to those not on email – if you have not had them please let a member of Committee know.
If this comment refers to the timing that the minutes and notes are issued, then we will ensure that these are send out in a timely manner in the new year.

CAODS AGM 2017

Questions & Responses

- Would the committee consider posting meeting notes to the members web site area? It would give everyone a better understating of just how much goes into organising the society and the roles and commitment made by the committee. Clearly some items could be kept confidential should the need arise. It is a society of members for the members and most charitable foundations post open minutes to public forums, so this would be in no way unusual. Cheers.
The Minutes of the Committee Meetings are not suitable to be sent out to the entire membership as they often contain notes that may be of a personal nature or inappropriate for the membership to be notified about. We try to ensure that all news and updates are reported promptly straight after a Committee Meeting via the CAODS Bulletin (by both email and hard copy for those who do not use the internet). We have tried to develop this more this year and will continue to do so in 2018. We do however take this comment on board and we will endeavour to provide more indepth information going forwards.
- For pressing/difficult issues at committee, could they not involve the membership more to gage opinion before making decisions? Like a survey monkey/comments box etc as it really feels like there is a divide between committee and membership; whilst committee have the final decision as is their role, why not use us more!!!
The current committee haven't had any issues we feel we had needed to put out to the Society during the year, and any issues we have had were put on the Agenda for discussion at this AGM . If we require extra help (which is often!), whether it's with events or publicity, these requests are sent out via googlemail and on the Bulletin. We are unsure why there is a feeling that there is a divide, after all surely we are all wanting the success of the society. Any suggestions from members are always gratefully received, one of the main reason we sent out this Q&A this year. We have also updated the contact form on the website so that you can now write in to the Committee anonymously, if you feel you need to, to give us your comments. However, we would really hope that members feel they can raise issues whenever they want with any Committee Member to be discussed.
- The society has been going from strength to strength. In the short time I have been with the society there have been changes and most I believe for the constant benefit and evolution of the society as a whole. For that I commend the committee that has obviously be working tirelessly behind the scenes to make sure the society lasts. Having said that I believe we can still see a few things that need to be discussed openly with the society, one being the lack of diversity of our creative teams and at times the lack of open communication between the committee and their members. This is of course not to detract from the amazing work the committee does, but in today's age of a need of information and want to know more, it's an opportunity to discuss how we as a society spend our money to evolve the society creatively and how decisions are disclosed openly with the it's members. I understand obviously some things do need to be withheld in confidence, but perhaps we can do more to make members feel they understand the reasons behind the decisions and how they are made, obviously having been done so by the committee in the best interest of the society.
All decisions are in the best interests of the society. We are trying to make it very clear to all members that if they have any ideas, questions or comments, we are all ears. From the Committee point of view, it seems that members feel they don't get answers from us, but the problem with this is, we don't get the questions. We feel we have a number of lines of communication to the Membership, so please come forward. We are happy to discuss your ideas and opinions. Saying that, your point is taken, and we strive in 2018 to explain our reasons behind decisions more. Our Committee are voted on by the membership and we hope that the membership trust us to do what is best for the society. Saying that, not every decision made will be agreeable by everyone, not every member will like certain things. However, we are sure you will appreciate we cannot always please everyone all of the time.....but we do try our best 😊

CAODS 2017 AGM

Sign in to go into the draw for free membership!

Diana Easton
Geoff Baker.
Corinne Dobinson
John Snell
Christopher Yorke - Edwards
Christine Yorke - Edwards
Hynette Sullivan.
John Sullivan,
Kieran Bacon
Danni Carr
Claire Carr
Dave Yethon
Ailsa Cull.
Pat & Russell Day.
Gill Plumtree
Ann Theresa
Mandy Pasall
Fraud Pasall
Gill Caton.
John Whitehead.
Jac Adkins
Susan Parkinson
Gareth Jim Buxton.
Keeley Denman
Rebbya Brown?
PAUL CABR

1. Unit
Ingrid Broad
Michael Broad
Terry Perry
Kaven Mason.
Michael von Krumm
Beccs Dupon
Clare Hester.
Brad Vender
Becki Vender
Cassie Estall
Jessica Broad

