

## **SATS Meeting – 11 April 2006**

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**Opened:** 7:59pm

**Present:** J. Doughty, Jim Sandford, M. Bowman, G. Downing, M. Smith,  
M. Godschalk, M. Guillon, D. Taylor, A. Almond, M. Kelly, N. Taylor and K. Smith.

**Apologies:** A. Urpeth, Janet Sandford, C. Griffin, A. Doughty, C. Godschalk and L. Henry.

Minutes of February meeting read by Miranda Guillon and seconded by Mark Smith.

### **Business Arising:**

#### *Youth Theatre Production*

Gwen Downing was concerned that the Youth Theatre's annual performance would clash with the Upper Hunter Conservatorium production in November. The Conservatorium production will be on the first weekend in November; The SATS Youth Theatre production will be later in the month.

#### *Cyclorama*

Jon Doughty wasn't sure which construction phase the cyclorama is in, but he stated that the frame is up.

#### *Christmas Carols*

Daryl Taylor feels that our participation in the Nightingale's Christmas concert was a lot of running around and inconvenience on our part and it would be easier this year to straight out decline the offer to perform. There was extensive discussion following this and it was decided that the decision will ultimately rely on the availability and willingness of performers and we should take each case on its own merits.

Jon noted that performances for the nursing homes are much appreciated by these audiences and Miranda suggested a mid-year performance would be good, as the nursing homes are often inundated with offers by various groups to perform around Christmas time. Miranda offered to organise such a mid-year event but was unsure about what we would sing and was concerned about finding a suitable time to get people together to rehearse.

### **Treasurer's Report:**

For the month of February the cash book balance was \$14092.42. Income included t-shirt money for the Mikado with expenses comprising printing costs and publicity for the Mikado and the transfer of \$2000 to the card account.

For the month of March the cash book balance was \$15156.62. Income included Mikado Sponsorship, SATS junior membership fees and t-shirt money. Expenses included advertising and payment of the cyclorama frame. Expenses yet to be paid include \$1500 Gould Bros, \$80 advertising and \$40 Ink Spot.

Mark Smith moved a motion to open an account for the junior theatre to keep it separate from the senior group. The collected membership fees totalling \$660 would be placed into the account in addition to part of the \$3000 which remains from the closure of the previous youth theatre. Seconded by Jim Sandford and passed with all in favour.

The Treasurer's Report was seconded by Audrey Almond.

## **Correspondence:**

### *Incoming for February:*

Letter from Rotary Club of Singleton requesting SATS reserve a night performance for their Polio Plus fundraiser as in previous years.

Tax Invoice from Speedy Lock totalling \$1480 for construction of the wall frame for the cyclorama.

- Singleton Hi-Fi sole sponsorship.
- Singleton Heights Medical Practice sole sponsorship and payment.
- Letter from Macquarie Generation confirming sponsorship of \$3000 and requesting tax compliant invoice.
- Partridge Bros. sole sponsorship and payment.
- Parsons Brinckerhoff shared sponsorship and payment.
- The Pegasus Group sole sponsorship and payment.

### *Outgoing for February:*

- Letters to sponsors.

### *Incoming for March:*

- Singleton Heights Pharmacy program sponsorship and payment.
- Regional Publishers account for SATS auditions and Youth Theatre.
- SAMS Newsletter volume 71.
- Pearce Real Estate program sponsorship and payment.
- Singleton RSC sole sponsorship and payment.
- Association of Community Theatre notice of AGM on 27th March and notice of Conference on 14<sup>th</sup>/15<sup>th</sup> October 2006 and nomination form for election to the executive or committee.
- Hungerford and Associates quotation of \$360 (excluding GST) for tax audit.
- Australia Post renewal notice for PO Box.
- Letter inviting SATS to compete in Wyong "Theatrefest" on weekend of June 23-25.
- Lions Club invitation to perform at Home and Leisure Expo on 26/27th August 2006.
- Ink Spot account for photocopying totalling \$48.84
- Gould Bros. invoice for materials totalling \$967.07
- Tams-Witmark list of available shows for Australia.
- Association of Community Theatre "What's On!" guide.
- Macquarie Generation payment of \$3000 as major sponsor.

### *Outgoing for March:*

- Receipts for sponsors.
- Letter to Perram & Toohey Builders regarding program sponsorship.

### *Incoming for April:*

- Perram & Toohey Builders program sponsorship payment.
- Safety Plus Training shared sponsorship and payment.
- Association of Community Theatre "What's On!" brochure and request to let them know how many more we require to place in foyer for show patrons.
- Regional Publishers account for Youth Theatre and AGM advertising.
- Gould Bros. statement and invoice for \$1564.61.
- Australia Post receipt for payment of PO Box rental.
- Ink Spot statement for \$48.84.

### *Lions Club Expo*

Lions Club requested that SATS perform at the next Trade Fair/Expo. It was decided that we would discuss this further at our next meeting.

### *Association of Community Theatre*

Miranda will respond to the Association of Community Theatre and request 50 additional "What's On!" brochures to be sent.

Correspondence read by Miranda Guillon and seconded by Michael Godschalk.

### **General Business:**

- Mark Smith stated that Julie Rodwell feels the Youth Theatre is going well. She would like to incorporate some singing mornings into next term's activities. Janet Sandford has volunteered to assist with this.
- Jim Sandford thanked Mark for organising the Theatre Sports evening.
- Jim would like to purchase two radio mics for the next show and the cheapest quote he has received is from Singleton Hi-Fi work, so he will purchase these from there. Jim also requires three lapel mics, which he will purchase from Custom Audio. He would like to take some singers to custom audio to test them out before purchasing. The total cost for the five mics would be approximately \$2200. Jim moved a motion to make the above purchases, which was seconded by Mark Smith. The motion was carried.
- Michael stated that his family will again sponsor the SATS website this year by way of covering the online costs and providing the web authoring.
- Daryl Taylor brought a cyclorama light to the meeting and explained that he has been looking at prices from Macsound and Custom Audio and they vary from \$240 - \$300 per light. Daryl would like to purchase 16 lights. Daryl has found cyclorama lights available at Canon Online for \$170 each + safety hooks and chains. Daryl stated that when we used these lights in Oklahoma they cost \$1000 to hire and that if we purchase the lights

we could leave them permanently set up at the Civic Centre and make money back on them by hiring them out for other functions. A motion was moved to purchase all 16 lights. This was seconded by Jon and passed with all in favour.

- Hillary (Civic Centre Caretaker) notified Miranda and Jon that the Civic Centre is booked in June 2007 for the National Party Conference early in the month and for the Anglican Church Ball later in the month. Hillary was concerned that the hall was beginning to fill up with bookings and wanted to ensure a time was reserved for the society's annual musical production. After consulting Hillary's diary a tentative booking was made which reserved 29<sup>th</sup> April 2007 for bump in with a show opening on 18<sup>th</sup> May 2007 and running through until 2<sup>nd</sup> June with bump out on 3<sup>rd</sup> June 2007. Miranda stated that anyone wishing to put on a show in 2007 would have to take into consideration the fact that the show has been brought forward. Moving the show back to August would also be an option, but a booking would have to be made sooner rather than later.

There was very extensive discussion about how and why other organisations came to have booked the Civic Centre so far in advance and how it appears that the Council has taken an inconsistent approach to bookings of the Civic Centre. It was decided that the booking for May 2007 should remain as there is no penalty for cancellation and that we can only confirm this once someone comes forward to put on a show for next year. In the interim the SATS executive will approach the Council to determine what is required to secure a regular booking of the Civic Centre for our annual productions and to gain a common understanding of expectations.

- Jon is in the process of trying to arrange the purchase of a scrim for The Mikado. Mark found one on the internet from the US and Jon has spoken with the company. Mark stated that we should make this purchase now and moved a motion to buy the scrim. This was seconded by Michael G and it was carried with all in favour.
- Jon stated that rehearsals for The Mikado are going well.

**Meeting closed: 9:16pm**