In attendance: Joe Turner, Hannah D’Arcy, Emily Nixon, Brodie Atkinson, Lucy Workman, Ben Rowan, Pip Strickland, Rob Anthony, Roxy Jarrold, Chloe Goddard

**Marketing**

**Discussed:**

* Headshots
* Studio booked for 31st March at 12pm
* Some members may have Acting for Media Tech so need to confirm when their dates have been confirmed
* We will get a present for the photographer and the credit on the photos will go to them
* Rehearsal photos are also an option for us when we get more things up on its feet
* We should wear our t-shirts in the headshots
* Sweet giveaway for social media likes and follows
* Tuesday 14th March from 12pm (UPDATE: Has now been postponed until Wednesday 22nd March 12pm)
* Speakers borrowed from LPAC for music
* Sweets from Poundland
* Ben to make ‘Fee Sweets’ sign
* Members to wear black bottoms and our Fragment Theatre Company t-shirts which are due to arrive Monday or Tuesday morning
* Football Scratch cards
* Emily gave everyone a card to fill with names
* Charge £1 per team
* Should take no longer than 2 weeks to fill them
* Winner gets £20
* Go fund me
* Raised the target to £400
* We are currently on £320

**Things to be followed up:**

* When are the dates people aren’t available due to Acting for Media Tech and Assessments
* Can we all do 31st March or do we need to change the date?
* Talk about what will happen on Wednesday 22nd March with the sweet giveaway
* How are people getting on with football scratch cards?

**Fundraising**

**Discussed:**

* Quiz
* Meeting at The Swan pub at 6.15pm
* Joe and Emily = Marking Quiz
* Brodie = hosting
* Hannah = Reading questions
* Ben and Chloe = Football scratch cards
* Roxy and Rob = collecting and giving out answer sheets
* Pip and Lucy = collecting money
* Prizes – Hamper – First Place – Free Tickets – budget £12

Second place – Prosecco £6

Third Place – Chocolates - £3

Hannah and Roxy to get prizes over the weekend

* We need a reserve question in case of a tie

**Things to be followed up:**

* How much did we raise? (Taking out cost of prizes)

**Tech**

**Discussed:**

* Meeting to view things in props cupboard
* Lots of TVs
* No portable lights

**Things to follow up:**

**Set, Costume and Props**

**Discussed:**

* Meeting to view things in props cupboard
* Lots of scaffolding but we would need to provide the boards

**Things to follow up:**

**Next Rehearsal: Monday 13th February – 6pm-9pm – MB1010**

**Next Meeting: Friday 17th March – 12pm-1pm – Tower Bar**