**WOW HULL**

**Project Meeting 6.3.17**

Programming Update

Jacky Fleming – final images show to the team

1. Sales – Website – updates – expected figures for weekend
2. Marketing
Event Dressing
Programme for Fri 10th
3. Digital
Filming & Photography
Films for Screens
4. Comms
IWD  - Calendar of Events
Woman’s Hour
Film PR
5. Production
Headline Events
Schedule
Installations / Exhibitions
Recording / Archive Camera – Main Space sessions & Mortimer West?
Pre-film screening content – VUE & Redcarpet
6. Operations
Event & FOH Staff; Box Office
Roles for Hull 2017 Staff
Access – BSL
Briefing – Southbank and Fawcett Soc for current stats / info – ask Claudia
7. L&P & Community
Rev Makers
Young People’s Panel
8. M&E
LH to update
9. Budget
Subs / Hospitality figures?
Live Budget Codes
JH – confirm plan for riders / food
JH – confirm system – vouchers – for staff/guests/accredited personnel – value per voucher? £5
10. Guest List
11. Receptions
Dressing?
Rosie Millard briefing – process?
12. Programme Sheet for Friday 10 March
Production process & timeline?
13. AOB
Guest to open the WiME event – GayYee?  Nancy B?