

**The Sudbury Savoyards Board of Trustees**  
**Tuesday, January 8, 2008 – Meeting Minutes**  
**7:30 @ SUMC (O'Reilly Room)**

**Attendees:** Trustees: Andrea Roessler, John Gorgone, Ellen Simmons, June McKnight, Jon Saul, Pat Kinney  
Board Staff: Ed Fell, Theatre Liaison, - Janice Dallas, Costume Rentals  
Guests: Tom Dawkins - Music Director Yeomen of the Guard

Meeting Called to Order at 7:38 P.M. by Ellen Simmons Chairman

- 1) Consideration of Agenda
- 2) Secretary's Report Chair reported for (P.Sliney)
  - (a) General report – Voice Mail – No report.
  - (b) Approval of December 11, 2007 Minutes – Motion by John Gorgone to approve, Second by June McKnight - Approved
  - (c) SavMinutes on GoogleGroups – Not Available yet - Concern with posting minutes including future show selections. Board consensus that posting minutes with future show is acceptable. Secretary to contact Webmaster to add to web site.
- 3) Treasurer's Report (J. Gorgone) – \$21,994.08 Current balance as of 1/8/2008, Low activity – Major expense was Yeomen Shirts. Debits were Normal operations. Village Bank account will be phased out.
- 4) Staff Reports
  - (a) Costume Rentals (J. Dallas) - Check received from Harvard-Radcliffe G&S Players for \$56.00. \$200 deposit for Charlie Brown rental is pending. Milford – MA Pirates costume request for March Immediately after Yeomen. April – Upstate NY request for Pirates.
  - (b) Theater Liaison (E. Fell) – Rental of School for Yeomen – Scheduling - Lighting schedule in negotiation with the school. Put-in - ~~School requested 3 PM start, Savoyards 12 Noon, Agreed on 1PM. Tuesday February 12, Walk through School requested on 4 hour time block instead of two, 2-Hr slots.~~ Music Director & Board reviewed typical schedule for Monster Sunday.  
Addendum Scheduling - Following the Board meeting, conflicts with auditorium usage required scheduling Lighting Put-in start time at 2PM, instead of 1PM. In addition, the walk-through will not take place on Tuesday evening, Feb 12, but will have to be scheduled later.  
Administration - School reserved the right to close the facility, if they do on a performance day the show would be cancelled. Administration door will not be available to us. Loan of chairs is acceptable, but not Grand Piano. Leased Items on premises if broken by the school, no liability (not replaced by them). School Sign – only 16 spaces available. May need help to abbreviate the Show Message to fit. Resources Mike Bromberg – Steve Malioneck.  
New form for use of Lighting Genie, Chair suggested the written policy include restrictions on the possession or use of drugs or weapons. Chair reviewed consent form; Theater Liaison proposed we sign it. Motion by June McKnight to Approve. Second by Jon Saul. Approved. Insurance Certificate form SUMC provided.  
School clarification on Pricing. - Rental to produce revenue. Prices will be raised across the board. School offered to lock in 2009 and 2010 at a \$500 increase each year as a managed rental plan.  
Summer Show – Curtis Middle School already booked most of 2008 summer, only 1 weekend available. Hawes Hall – discussion on Fans (noise) Air Conditioners (cost). Will review potential AC rental. Consideration of other venues - Framingham Schools, new

space in Framingham, other.

(c) Church Liaison (J. McKnight) – January 27 scheduled date for Donation Presentation. Chapel reserved for 1/16 directors interviews, February 5 meeting will be in Teachers Lounge. Last Supper with Church – decided as Church Liaison role.

5) Summer Show 2008 – Selection Committee report (E. Simmons) – Director Interviews are scheduled for 7:30 and 8:15 PM on 1-16-08

6) “The Yeomen of the Guard”

(a) Producer’s Report – (A. Roessler)

Budget – revised, changes to lighting, Orchestra Scores, Printing. Photography cost estimate in process. A Savoyard Donation was addressed to SUMC – Corrected. Show is projected to make \$4,400 with current budget. Chair requested motion - Andrea Roessler Move to Approved current budget. Second by June McKnight. Approved  
Rehearsal Accompanist - Sarah Telford. Cast Roster at Revision 6.  
Communications – Web Site - Savoyard Cast, Orchestra, Tech Page(s) updated with revised lists.  
Tickets -3 Day turnaround for tickets and posters. Looking for Monday January 21. Requested the Paro’s help with sales at SUMC coffee hour.  
Publicity – Goodnow Library Event Flyer in process. Ticket and shirt sales at the event. Show posted on Theater 411, and the usual other sites and groups.  
Playbill - All 3 covers sold. May cut from 44 to 40 pages. Ed Knights – TCAN interested in ad trade. 10 Bios are pending. Revenue to date \$1985 Playbill Ads. \$1919 Patron Donations.

(b) Stage Directors Report – Paula Moravek – No report

(c) Music Directors Report - Tom Dawkins -

Musically the show is in good shape. Most of orchestra is ready – Sunday Rehearsal(s). Orchestra Roster forwarded to Music Director by Producer. Sunday rehearsals. - Producer will do internal sales. Music Director will notify orchestra on Music Stands, Producer will help with setup.  
Discussion of Cast and Rehearsal issues.

(d) Goodnow Library - Jim Parmentier, Assistant Stage Director is coordinating this effort.

(7) Board Election Nominating Committee – Discussions to be held with 2<sup>nd</sup> Trombone on updating the committee. Pat Kinney and John Gorgone offered to serve as members.

(8) Other business –

Kathy Lague has suggested the service charge for ticket orders be increased from \$2 to \$3.

Motion by John Gorgone to approve, Second by Andrea Roessler – Approved

SUMC Donation – Discussion of finances and available funds. Suggested Amount of \$4,000.

Motion for a \$4,000 donation by Andrea Roessler, Second by June McKnight. Approved

Archives – set of G&S VHS Tapes donated.

2008 Craft Fair – Date set to Saturday October 18, 2008

Future Meetings -, Tuesday, February 5, 2008, March – Annual Meeting March 1.

Motion to adjourn by John Gorgone second by June McKnight - **Adjourned at 9:42 P.M.**

Respectfully Submitted – Paul Sliney Secretary

With my thanks to Jon Saul for note taking at the meeting