

**The Sudbury Savoyards Board of Trustees**  
**Monday, September 15, 2008 – Meeting Minutes**  
**7:30 P.M. @ SUMC (O'Reilly Room)**

**Attendees:** Trustees: Andrea Roessler, Ellen Simmons, Paul Sliney, Alessandra Kingsford, Kirsten Chetwynd  
Board Staff: Ed Fell, Theatre Liaison, - Janice Dallas, Costume Rentals, Laurel Martin, Second Trombone  
Guests: Ron Dallas

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

- 1) Consideration of Agenda
- 2) Secretary's Report (P.Sliney)
  - (a) General report – Voice Mail – Activity – Forwarded 1 Message on Craft Fair to D. Roessler, 2 Messages on Utopia Staff to A. Roessler.
  - (b) Approval of August 18, 2008 Minutes – Motion to approve by Andrea Roessler, Second by Kirsten Chetwynd - Approved
- 3) Treasurer's Report (J. Gorgone) E-Mail Report– \$21,321.19 Current balance as of 9/14/2008, \$165.50 in Credits from A&OL. Craft Fair, and Costume Rental. \$2,424.97 in Debits are \$2,381.12 A&OL Expenses (Includes \$2100.00 First payment to Sudbury Schools) and \$43.85 Telephone.
- 4) Staff Reports
  - (a) Costume Rentals (J. Dallas) –Chore Gloves, Samples presented – purchased 1 Dozen each (\$1.80/ea) - Medium, Large and X-Large. Waiting for a refund on returned chore gloves.
  - (b) Equipment/Scenery Rentals (L. Martin) – No report
  - (c) Theater Liaison (E. Fell) – Yeomen – Secured Credit for a Snow Day. Total Bill for the show was \$12,235.00  
  
A&OL – We were reimbursed for light bulbs. With the additional time we used the Bill was \$2,835.00. Since the Sudbury Override failed, late summer evenings for the Custodians are an additional cost.  
  
Utopia Limited – Draft Schedule – 2/10/09 walk through will probably not happen due to scheduling conflicts with school events. Fee will be \$13,500 as voted. They have approved a Standard Concert Hang for the lighting setup restore after the show.  
  
2009 Summer Show – Using A&OL for a draft schedule (81 hours) for 2009- Need realistic run time estimates. Fee will increase from \$35 to \$45 per hour with a possible energy surcharge. Estimated 2009 cost \$3,465.00. Working with school on schedule and other groups using the space.
- (d) Church Liaison (A. Kingsford) – Utopia Dec 8 Chorus Rehearsal – Conflict on Hall we will be in the Chapel until 8:30 P.M. October 7 Board Meeting - no available space – Location will be E. Simmons House – Agenda and Directions will be sent. The 2009 Savoyard Dates submitted to the Church for review.
- 5) Summer Show 2008 – “Arsenic and Old Lace”. A. Roessler reported for Producer, Net proceeds will be over \$4,000 as previously reported.

6) "Utopia, Ltd."

(a) Producers Report (A. Roessler) –Directors have approved the Graphic. Audition Notices out to Theater 411, NEED (New England Entertainment Digest) and others. Sudbury Fire Station Sign Reserved for the week of February 15 2009. Recruiting in progress, new Lighting Designer David Silber - from A&OL Lobby Signup sheets. Additional positions filled are: Makeup- Lanie Wish, Sound - Rich Olsen, Assistant Music Director – Kathryn Denney, 2nd Assistant Music Director - Alessandra Kingsford .Orchestra Liaison – Nancy Burdine, Rehearsal Accompanist - Steve Malioneck. Still need a Tech Director.

Scores (approximately 205 Pages Un-Cut) will be sent to Century Type for printing. Directors are working on revisions. Cost will be \$18 each and they are planned to be available at the 2 Ring for pickup. Pre-order form on website for either Three Ring Binder or Spiral Bound. Audition information will be posted on the Web Site in the next week. Newsletter in process – lots of information and references to the Web Site. Music Files for the show available only as MIDI files, possibly posted on the Web Site.

Ticket Prices- Discussion on past pricing and proposed pricing. Utopia Price schedule of: Adult \$20, Seniors and Students \$16, Children \$12. Thursday Night Performance \$15 (Option of \$1 off with Tropical Attire – Discretion of Ticket Staff). Motion to set the prices as listed by Andrea Roessler, Second by Kirsten Chetwynd, Approved with 1 abstention by Alessandra Kingsford

Wednesday 9-17 Production Meeting planned for Set, Costume, Stage Directors, Lighting and Makeup with a follow-up in early October.

Directors would like the Show judged for EMACT - DASH Award. Requires our renewed membership @ \$50 and application fee of \$40 for Judging.

(b) Goodnow Library (E. Simmons) –Our normal Sunday Presentation of Show Highlights planned for January 25, 2009. Waiting confirmation from Janice Rudolf.

- 7) Craft Fair 2008 (D. Roessler) – A. Roessler reported – Looking for Volunteers to help with Friday Set-up, Saturday to man the booth, and bakers for bake sale items. Have Crafters on a wait list for some specific craft items- looking to have a good mix of crafts. Still have some space available.
- 8) Insurance Coverage – Property value estimates (J. Gorgone) – No Report
- 9) Company Brochure – Have a request for a Savoyard Company Brochure for a November 08 event. Brochure would need to be finalized by late October. Last draft was a few years ago. P. Sliney offered to revise/update a sample for consideration. A. Roessler to send copy of last workup to E. Simmons and P. Sliney.
- 10) Other Business –  
Alessandra Kingsford suggested we contact Lands End for a Utopia Program Ad for their Utopia products.

Future Meetings Scheduled for: - Tuesday October 7- (Location E. Simmons House), November TBD

Motion to adjourn by Andrea Roessler, Second by Kirsten Chetwynd

**Adjourned at 8:58 P.M.**

Respectfully Submitted – Paul Sliney Secretary