

The Sudbury Savoyards Board of Trustees
Monday June 22, 2009 – Meeting Minutes
7:30 P.M. @ SUMC (O'Reilly Room)

Attendees: Trustees: Kirsten Chetwynd, Bill Fisher, John Gorgone, Bill Johnson, Ellen Simmons, Paul Sliney

Board Staff: Janice Dallas, Costume Rentals

Guests: Ron Dallas

Meeting Called to Order at 7:31 P.M. by Ellen Simmons, Chairman

- 1) Consideration of Agenda – Delete Item 2 “Appointment of Board Officers/Staff” and renumber remaining items. Item 3 Change from Approval of April 21 Minutes. to Approval of May 25 Minutes
- 2) Secretary’s Report (P. Sliney)
 - a. General report – Voice Mail – Low Activity – Voice Mail turned over the Our Town Ticket Sales June 22.
 - b. Approval of May 25 Meeting Minutes - Motion to approve by Bill Fisher, Second by Kirsten Chetwynd - Approved
- 3) Treasurer’s Report (J. Gorgone) - \$19,492.99 Current balance as of 06/22/2009, \$554.50 in Credits are Our Town Ad’s -\$310.00, Patrons \$70.00 and Scripts \$128.00, plus rental fees \$46.50. \$425.91 in Debits – Web Page Service \$381.80, Telephone \$43.11. Pending \$3,000.00 Donation check for UMCOR.
- 4) Staff Reports
 - (a) Costume Rentals - (J. Dallas) – No activity
 - (b) Equipment/Scenery Rentals (L. Martin) – No report
 - (c) Theater Liaison (E. Fell) – E-Mail Report.-

OUR TOWN -

The revised schedule has been submitted to the school. Based on input from the Production Team, deleted our time for July 17 and reduce our times for July 23, both planned for Tech Work. The new schedules will be distributed later this week to both the Board and the Production team. Confirmed that the rental price is \$35 per hour instead of the assumed \$45 per hour. The total cost is \$2,345, reduced from \$3,465, a net reduction of \$1,120.00. We will owe the school \$1610 for July by July 30, and the remaining \$735 by August 15.

It is critical that we vacate on time, especially on show nights. Because of the cutbacks in personnel, especially summer help, we have also been asked to:

- o Remove programs and trash that the audience leaves behind.
- o Report all problems with school equipment (especially lights) for the custodians to correct.
- o Submit all requests (trash containers, tables, etc) in advance.
- o Not allow ANY food in the auditorium.
- o On July 23, we are now scheduled for 10AM to 3PM. We should be out by 2:45 so the custodian can leave by 3.

PRINCESS IDA –

Confirmation from the school that they will honor the agreement made two years ago to charge us \$14,000, assuming a schedule equivalent to the original Utopia schedule 119 hours.

I have confirmation from the school that we are tentatively confirmed for our usual dates around the Winter Break:

- Auditorium/Black Box: Feb 12 through Feb 21, inclusive
- Auditorium/Black Box: Feb 25 through Feb 28, inclusive
- Cafeteria: Feb 14 only

(LS representative) has told me that he is planning to retire at the end of the next school year. No information on a replacement is available.

(d) Church Liaison - (B. Johnson) – Savoyard Calendar to February 2010 verified to Church calendar. Will continue to monitor it on a regular basis. Pending lock change - new keys will be issued in near future. Chair to provide number of keys needed for Savoyard use. Will inquire on possible A/C for Hawes Hall.

5) Summer Show 2009

(a) Producers report (L. Martin, D. Crane) – E-mail report – Working on a scheduling problem with Emily Webb character. Low response rate to Patron Ads. Crew - Costume Consultant/Designer- Donna Roessler. Still looking to file some positions for House Staff, Stage Crew, and Lighting

(b) Publicity report (A. Roessler) – No report

(c) Fourth of July Float – Sudbury Parade - Peter Welsh E-Mail report - Six Savoyards productions will be highlighted. Our Town, Charlie Brown, Arsenic, Yeoman, Utopia and Princess Ida. 16 volunteers attended Saturday June 20 work session. Excellent progress was made as all three show signs are complete, and in fact, one is already up. The sandwich board and the luan "banner" are both well over 50% complete. Next, and last, Work Day is Saturday June 27. Costume Fittings will be Friday, June 26th at the church at 7:30 pm, still need more marchers.

7) Main Show 2010 "Princess Ida"

(a) Producer report (A. Roessler, J. Gorgone, P. Sliney) – P. Sliney – A Production Meeting was held on June 19 with the Directors and Producers.

Discussion of Director's visions which are being worked on. Show run time is estimated at 2 ½ hrs. with two intermissions needed for set and costume changes. Discussion of the need for a Libretto and having a Family Matinee – No to both. Vocal Score – in process, no cuts– will be a pre-order on the web site, with spiral and three ring binding available. Discussion on participating in Goodnow Library show preview – decision is to not participate. Fire Station road signs reserved for week of 2/14/10.

Recruitments (confirmed): Joyce Isen is Orchestra Manager, Bill Fisher is Stage Manager, and Playbill Layout is Stoney Ballard. Effort on going for all other positions.

Two Ring Either November 1 or 8 – both are Sunday's.

Discussion on Auditions – on line (web) audition form, pre registration (what night, and part or chorus). Chorus audition for range only. Audition dates are set for Nov. 16 and 17 w/ callbacks 11/18, Hawes Hall has been reserved.

Reviewed Rehearsal Schedule for 2009: Monday's - November 30 and December 7 and 14th, Fridays - December 4 and 11.

Show Run Schedule and School costs - Discussion on how school rental costs and show run time could be reduced. Checking on the feasibility of schedule changes is ongoing with Ed Fell Theater liaison. Discussion of two scenarios; one that would reduce rental time by 6 hours, and the second 24 hrs. Discussed the School situation – key points: Last year on the current agreement, Town and School Budget needs, the concern that they will be in a non – negotiable

position as \$14,000 is the price agreed to, and amount of potential savings from a change. Board consensus was that the effort could continue. However, it is most likely a change that would be effective with the new negotiations for the 2011 show.

Next meeting Sunday evening August 30, 7:00 PM SUMC Vision and Tech

- 8) Task Lists (P. Sliney) – Completed and posted - Current Calendar, In progress – Producer
- 9) Craft Fair 2009 (D. Roessler) – Chair reported for D. Roessler. All slots filled except for 2. There is a wait list for Jewelry crafters.
- 10) Other Business. – Ellen Simmons – None

Future Meetings Scheduled for: Monday July 13, Monday August 24, and Wednesday September 23

Motion to adjourn by John Gorgone, Second by Bill Fisher

Adjourned at 8:17 P.M.

Respectfully Submitted – Paul Sliney Secretary