

**The Sudbury Savoyards Board of Trustees**  
**Wednesday, October 21, 2009 – Meeting Minutes**  
**7:30 P.M. @ SUMC (O'Reilly Room)**

**Attendees:** Trustees: Kirsten Chetwynd, Laurel Martin, Bill Johnson, Ellen Simmons, John Gorgone, Bill Fisher

Board Staff: Janice Dallas, Costume Rentals, Ed Fell, Theater Liaison, Donna Roessler, Craft Fair Co-Chair

Guests: None

Meeting Called to Order at 7:35 P.M. by Ellen Simmons, Chairman

- 1) Consideration of Agenda
- 2) Secretary's Report (P. Sliney) E-Mail Report
  - a. General report – Voice Mail – One message on 10-9, a craft Fair Inquiry. Greeting changed on 10-20-09 to IDA Auditions and show dates.
  - b. Approval of September 23 Meeting Minutes - Motion to approve by Bill Fisher, Second by John Gorgone - Approved
- 3) Treasurer's Report (J. Gorgone) – \$19,795.52 Current balance as of 10/21/2009, \$0.00 in Credits. \$1,262.81 in Debits – Our Town Sudbury Schools \$735.00, Our Town Printing \$125.00, Craft Fair \$360.00, Telephone \$42.81, Note - Outstanding checks amount to \$58.00 Our Town Trellis
- 4) Staff Reports
  - (a) Costume Rentals - (J. Dallas) – SLOC will be renting Police Uniforms and other items for their production of Pirates.
  - (b) Equipment/Scenery Rentals (L. Martin) – No activity
  - (c) Theater Liaison (E. Fell) – The Dates for Princess Ida have been given to front office of the High School. General discussion of school issues followed.
  - (d) Church Liaison - (B. Johnson) – SUMC access; Discussion on hours for Church access. Sunny Hill doesn't want strangers in school during school hours. Church would rather not have us around between 11pm and 7am because of past break-ins. We've suggested offering to sign in at the school for entry during school hours. We can also offer the website to indicate who is a Savoyard who needs special entry during odd hours. Bill will try to suggest 7am to 11pm as our normal hours. Entries outside these hours could be arranged on a case by case basis. People needing access outside these hours should let liaison know.

Liaison is also looking into HVAC contractors for adding A/C to Hawes' Hall so it can be used for summer shows.

- 5) Main Show 2010 "Princess Ida"
  - (a) Producer report (A. Roessler, J. Gorgone, P. Sliney) – A Roessler – 9/27/09 Audition notices sent to websites for posting: netheater411, Algonkuintheatre, Trumpet Bray, NEED, and yaptracker Website: Ida page created and all audition information posted 10/19/09. Audition notices sent to newspapers for calendar sections, Requested Webmaster create audition announcement to be emailed to all lists & forwarded to other theater organizations.

Publicity: ¼ page ads (swapped) sent to TCAN and SLOC for their Nov. productions.

Road sign: Graphic Designer Steve Malonek created graphic to have one sign painted with audition notice attached, contacted Neil McCormick, Paint Chief, to accomplish.

Recruiting: Props Co-Chiefs: Deede Bergeron and Laurel Martin, communicated with Joyce Isen as possible Props Assistant/ Runner during tech and production weeks. House Managers recruitment turned over to Associate Producers to accomplish

Two-Ring (November 8th) Contacted Ruth Griesel, Social Chair, to contact host Nancy Powers with assistance

Internal Sales: Prices forwarded to Internal Sales Chief, Marcia Goldensher. Shirts will be purple this year, same prices as last year (\$12./ \$15./ \$18/). Graphic Designer Steve Malionek is finalizing the order with out-source. Vocal Score order being placed with Lulu.com this week, spiral bound format \$18. Chorus CD's \$5.

SUMC space: Re-negotiated our second space for rehearsals which will now be the Choir room. The Chapel is already spoken for most nights. Received email from Paula Hiltz there is a new conflict for Hawes Hall on the Wednesdays in December due to a church event that should end by 7:30 pm. Discussed with Directors, rehearsals will start at 8pm on December 2, 9, & 16.

SUMC Access: keys to both cellars given to TD Tom Powers, he confirmed they work. Producers key card does not work on the two Hawes Hall doors it is assigned to, but it does work on the O'Rielly Room/ Church office door. Access code still work, - Before November 16th: We still need to resolve how to keep the main double doors to Hawes Hall open during rehearsals. These doors require a dogging key in order to keep them unlocked from the inside. Otherwise the cast will not be able to get in unless we prop the doors open, not good for security purposes or in the winter. We also need the key to the thermostat in Hawes Hall.

Ticket Prices – Discussion and decision to not increase prices for Princess Ida. Adult \$20, Seniors and Students \$16, Children \$12. Thursday Night Performance \$15.

- 6) Task Lists (P. Sliney) – No activity.
- 6a) Summer Show 2009 “Our Town” – Producers report (L. Martin, D. Crane) – L. Martin – Final Report submitted – Income \$9,208.51 – Expenses \$4,203.08 = Net Proceeds \$5,005.43
- 7) Craft Fair 2009 (D. Roessler) – Final Report Submitted Income \$2,563.35 – Expenses \$329.75 = Net Proceeds \$2,233.60, We had 36 crafters this year (one dropped out last minute and we were able to fill her space with the waiting list) and about 400 attendees. We made \$1505 in crafter fees, \$52 in donations at the doors, and \$503.50 in bake sale. All evaluations from the crafters were extremely positive. Just about everyone would come back next year. We also received emails from a few of the crafters, thanking us again for a very well run and organized fair and also thank you's to the "staff", especially the people who helped them unload and load!
- 8) 50<sup>th</sup> Anniversary (A. Roessler) – No report
- 9) Haynes School Project (E. Simmons) - Plan to perform highlights from big 3 G&S Operettas on December 4. 30 people have volunteered of which 8 have been soloists in the past. Kathryn Denney will be Music Director. Elizabeth Kinney will be accompanist. Group will be paid for performance.
- 10) Wayside Longfellow Read (E. Simmons) - Plan to perform readings of Longfellow Poems at Wayside Inn and other possible venues. Motion to proceed with discussions by John Gorgone, Seconded by Laurel Martin - Approved
- 11) Other business - A cyber squatter is offering to sell us the [sudburysavoyard.com](http://sudburysavoyard.com) domain for cash. We decided to ignore the offer.

Future Meetings Scheduled for: Thursday, November 12, and Wednesday, December 16

Motion to adjourn by John Gorgone, Second by Kirsten Chetwynd

**Adjourned at 8:43 P.M.**

Respectfully Submitted – Paul Sliney, Secretary