

Sudbury Savoyards Board of Trustees  
Meeting Minutes  
Monday, December 17, 2012  
6:30 PM SUMC

**Attendees**

Trustees:

	Randy Divinski	x	Bill Fisher	x	Dennis O'Brien	x	Peter Welsh
x	Ann Ferentz	x	Kate Meifert	x	Susan Schultz		

Board Staff: Ed Knights, Stage Director, Gondoliers; Susan Elberger, Producer, Gondoliers; Jim Ravan, Technical Director, Gondoliers; Janice Dallas, Costume Rental Agent; Ed Fell, Theater Liaison; Laurel Martin, Second Trombone; Andrea Roessler, Archivist and Publicity Chief; Jamie Cobleigh, Ticket Chief

The meeting was called to order at 6:32 PM by D. O'Brien.

The minutes of the November meeting were approved.

**Officer and Staff reports**

- Secretary (A. Ferentz): See Summer Show below.
- Treasurer (R. Divinski): *Post-meeting note: Current balance is \$22,721.14. See [Attachment 1](#).*
- Church Liaison (P. Welsh): P. Welsh has keys for Alex Dallas and will get keys for the tech director and stage director. *Post-meeting note: We have received a written reminder of the importance that the church knows who has keys (i.e., we should not pass keys along within our organization from year to year). The new Use of Church contract will include new language regarding not propping outside doors, etc.*
- Theater Liaison (E. Fell): Tour of Lincoln-Sudbury Regional High School on Wednesday (6:30 to 7:30 PM). A request has been made to Curtis Middle School for three weekends (July 20 to August 4). Ed is waiting for confirmation from the production team that high school reservation is OK.
- Costume Rental (J. Dallas): MIT G&S Players returned costumes (\$210 paid).
- Props and Equipment rental (L. Martin): No rentals.
- Newsletter (T. Powers): No report.
- Social Media Coordinator (D. Bergeron): No report.

**Credit Card Ticket Sales**

J. Cobleigh looked into Square and PayPal. Square can be used any time; to use Paypal, we would need a new business account with them. Jamie will talk to S. Malionek to get a new user name.

**Gondoliers 2013**

- Stage director (E. Knights): Ed has met with the lighting designer and choreographer and is working on scheduling leads for rehearsals.

- Music director (K. Meifert): Orchestra filling up, a few more positions to fill. Illness is going around. Kate is encouraging those who are sick to keep their distance from others!
- Producer (S. Elberger): All positions are filled. Tickets and shirts will be available tonight. So far, everything is going well.
- Tech director (J. Ravan): The Google calendar is almost ready to be posted on the web site. The last tech meeting was held on Dec 8<sup>th</sup> and the build list is ready. Lucy Dean will head up costume construction. The current policy on minors participating in tech activities is that those over 14 years old can work on tech without parental supervision (with parental consent, as is required of all youth). We will stick with this.

### **Summer Show 2013**

One proposal has come forward. We will plan to conduct the interview in mid-January.  
*Post-meeting note: A second director indicated interest immediately after the meeting.*

### **New business**

K. Meifert made us aware that the Open Door Theater has an upcoming autism-friendly performance of *Annie*.

**Next meeting:** Monday, January 14th at 6:30 PM

Motion to adjourn by P. Welsh, seconded by K. Meifert. Meeting adjourned at 7:15 PM.