

Sudbury Savoyards Board of Trustees
Meeting Minutes
Tuesday, November 20, 2012
7:30 PM SUMC

Attendees

Trustees:

x	Randy Divinski	x	Bill Fisher	x	Dennis O'Brien	x	Peter Welsh
x	Ann Ferentz		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; Paul Sloney, Database Manager & Task List Chief; Jamie Cobleigh, Ticket Chief, Gondoliers

The meeting was called to order at 7:32 PM by B. Fisher.

P. Welsh moved to approve the minutes from the October meeting. Seconded by B. Fisher. Minutes approved.

Officer and Staff reports

- Secretary (A. Ferentz): Answering machine has been updated to provide upcoming performance dates and ticket prices. Next updates will be done by ticket chief, Jamie Cobleigh.
- Treasurer (R. Divinski): As of 20 Nov 2012, balance is \$23,680.82. See [Attachment 1](#) for details of transactions since May.
- Church Liaison (P. Welsh): SUMC thanked us for the attic clean-up.
- Theater Liaison (E. Fell via e-mail): Need to set a date with the directors for a walk-through of the school.
- Costume Rental (J. Dallas):
 - Calliope has returned the shirts
 - SLOC just finished their run and still has rentals
 - MIT G&S Players are renting six police uniforms and the Major General costume
- Props and Equipment rental (L. Martin via e-mail): No rentals.
- Newsletter (T. Powers): No update
- Social Media Coordinator (D. Bergeron): No report. Outstanding from last month is a request to speak with the stage director about use of social media for this production. The general policy is that directors need to approve photos and video prior to posting.

Credit Card Ticket Sales

Decided to start accepting credit cards at the school, but don't advertise it. This year, we'd absorb the service fees (2.5 to 3%).

J. Cobleigh will look into Square and PayPal further re fees and readers.

During the walk-through at the school, we can check out Wi-Fi and readers.

Gondoliers 2013

-Stage director (E. Knights): Have been having production meetings, met with costumers, meetings ongoing with choreographer. Strong pool at auditions and show is cast.

-Music director (K. Meifert via e-mail):

The detailed rehearsal schedule for December and January is being worked out.

Orchestra: Approximately half of the orchestra has been recruited. Andrew Conway, trombonist, has expressed an interest in helping the orchestra manager with recruiting.

People who auditioned for roles and were not cast need to be contacted to acknowledge their willingness to audition and to invite them to participate in some other way. The Board divided the list and will contact everyone before the read-through on Monday.

-Producer (S. Elberger):

Auditions: 41 auditioners (22 Monday, 16 Tuesday, and 3 at callbacks), including 11 newcomers, 7 of whom were cast.

All positions are filled! P. Sliney will send the list to the Board-Staff.

Tickets will be available before December break.

-Tech director (J. Ravan): Tech meetings continue, with upcoming meetings on Dec 8th and Dec 15th. If build plans are ready on the 8th, won't need to meet on the 15th.

Need props chief.

Summer Show 2013

-The Board considered information on rental costs for Curtis Middle School provided by Ed Fell via e-mail and decided to ask him to reserve the Middle School for the last two weekends in July and to inquire about the first weekend in August. D. O'Brien will contact Ed.

-The Board discussed the content of the director invitation letter. Ann Ferentz will revise letter per discussion, send to Board for review, and coordinate with Paul Sliney to send out letters on December 1st.

Main Show 2014

The Board reviewed the spreadsheet of main shows since 2000 and two possible plans for the next 12 years (prepared by Ed Fell and Brad Amidon last year). Based on this information, R. Divinski moved that *The Pirates of Penzance* be the 2014 main show. Seconded by S. Schultz. Motion carried.

Next meeting: Monday, December 17 at 6:30 PM

Motion to adjourn by A. Ferentz, seconded by B. Fisher. Meeting adjourned at 9:45 PM.