

Sudbury Savoyards Board of Trustees
Meeting Minutes
Wednesday, September 12, 2012
7:30 PM at the Powers' Home

Attendees

Trustees:

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

Board Staff: Susan Elberger, Producer Gondoliers; Jim Ravan, Technical Director, Gondoliers; Ed Fell, School Liaison; Janice Dallas, Costume Rental Agent; Paul Sliney, Database Manager & Task List Chief; Andrea Roessler, Publicity Chief & Archivist; Tom Powers, Newsletter Editor

The meeting was called to order at 7:43 PM by Dennis O'Brien, Chairman.

B. Fisher moved to approve the minutes from the August meeting with corrections. Seconded by S. Schultz. Minutes approved.

Officer and Staff reports

- Secretary (A. Ferentz): Voice mail message has been updated to include information about Gondoliers auditions. There were a couple of queries about Opera Comique that went unanswered while the secretary was away.
- Treasurer (R. Divinski): No report
- Church Liaison (P. Welsh): Overall, going fine, but there was confusion about the room for tonight. (We had the chapel, but were unsure and ended up in the comfortable Powers' living room!)
- Theater Liaison (E. Fell): Ed is working with the new liaison at the school. The schedule has been drafted for Feb 15th (lighting hang) through March 3rd (strike date).
- Costume Rental (J. Dallas): Waiting for Kathleen Larsen Day to return the Opera Comique costumes.
- Props and Equipment rental (L. Martin): No report
- Social Media Coordinator (D. Bergeron): No report

Newsletter report and discussion (T. Powers): Content for this year's fall newsletter is needed this week. Tom is now the contact for the postal permit, so delays such as occurred at the post office this summer should be avoidable in the future.

This is the eighteenth year of producing a newsletter three times a year. During that time, the size of the newsletter has been reduced and occasionally a postcard has been sent instead of a full newsletter. Circulation includes more than 2000 addresses, which are kept up to date. In comparison, the Sudbury Savoyards Announcements list in Google Groups includes 379 e-mail addresses and the Sudbury Savoyards Members list

includes 304 e-mail addresses (*per post-meeting note from B. Fisher*). The cost of each newsletter mailing is ~\$1200.

- The fall newsletter is aimed at auditioners, many of whom are members. Consider making this edition electronic starting in 2013.
- The winter newsletter announces the show. Paper is useful for this edition.
- The spring newsletter includes information on money raised (of interest to patrons and members), new board members (of interest to members), and the summer show.

Opera Comique debrief (D. O'Brien)

The production was very successful. About 130 people attended, with net proceeds of \$1145.32. Hosts greatly enjoyed the guests, and Kevin Sivyver sent a lovely e-mail thanking us for our hospitality.

The Mylar road signs were good-looking and are becoming more economical than in the past, but are limited to a 5' x 5' dimension. Perhaps hybrid Mylar and hand-painted signs could be considered for the winter production.

Gondoliers 2013

- Stage director (E. Knights): No report
- Music director (K. Meifert via e-mail):
 - Kate will meet with Beth Tringali, Orchestra Manager, next week to put together a recruiting list.
 - Roberta Sutter (Two-Ring pianist and rehearsal accompanist) now has a score.
 - Kathryn Denney has agreed to be Assistant Music Director, provided that it does not prevent her from being cast (Kate assured her it will not).
 - Kate will meet with Barry Singer next week to go over his Gondoliers orchestra scores and parts.
 - Links to score purchase options and errata have been emailed to Steve Malionek to go up along with audition information.
- Producer report (S. Elberger):
 - Preliminary budget will be developed in the next month
 - Audition information/Publicity—S. Elberger sent the information she has to A. Roessler this afternoon. Additional information is needed for web site by September 20th so that details will be on web site when publicity says to see the web site for more information. Theater 411 posting goes up immediately, so can't post there until info is on web site. Trumpet Bray will go out ~Oct 1.
 - Two-Ring (Sunday, October 28th, 7:30 PM)—information can be posted on web site.
 - Ticket prices—last year's were \$22 general admission, \$17 seniors/students, \$15 for Thursday, \$12 for children <12, with \$2/ticket coupon in newsletter.
 - Motion: P. Welsh moved to change ticket prices to \$24 general admission, \$18 for seniors/students, \$15 for Thursday dress rehearsal, \$12 children. B. Fisher seconded. Motion passed.

Should we consider accepting payment by credit card or via square.com or PayPal? Jamie Cobleigh was going to look into this after last winter's production.

Action item: S. Elberger to follow up with J. Cobleigh on non-cash options.

Graphics design – S. Schultz has finished the graphic and is waiting for E. Knights' approval.

-Tech director (J. Ravan): All top tech positions are filled (Alex Dallas has agreed to be construction chief). First full tech meeting will be held on the first Saturday of October. Before then, Laurel Martin, Alex Dallas, Ron Dallas, Ed Knights, Susan Elberger, Jim Ravan to meet and discuss building some set pieces off site.

Materials for auditions

S. Elberger has last year's forms. Action item: She will circulate for review.

Sudbury Savoyards brochure has not yet been updated. Andrea uses in publicity mailings (uses ~30 in December). We have <100 left. Action item: P. Sliney to send PDF to P. Welsh to make some more copies.

Post-meeting note: P. Sliney has circulated an updated brochure for review.

Newbie document—T. Powers volunteered to update. Action item: Tom to update. Could also send welcome e-mail to the cast, geared at clarifying expectations for new members.

Attic Clean-up (October 20-21) (D. O'Brien)

About a dozen people have responded positively.

Shop and cellar need cleaning out too, a separate endeavor that should be undertaken when the church is renting a dumpster.

Other business

Follow-up from K. Meifert via e-mail on use of the Hawes Hall stage: the church has decided to use a different space for their Sunday school class, so the stage should be available to us when we need it.

Yeoman of Regard

The trustees discussed potential awardees.

Next meeting: Tuesday, October 16, 2012 7:30 PM in the Chapel at SUMC

Motion to adjourn by A. Ferentz, seconded by D. O'Brien.

Meeting adjourned at 9:40 PM