

Sudbury Savoyards Board of Trustees
Monday, November 10, 2014 at 7:30 p.m.

SUMC Chapel

Minutes

Board attendees: Dennis O'Brien, Chair; Susan Beckett, Secretary; Hersch Clopper, Treasurer; Sue Flint, Karen Powers, John Gorgone, Andrew Conway

Attendees: Andrea Roessler, Archivist; Susan Elberger, Patience Producer; Jim Ravan, Patience Director; Kathryn Denney, Patience Music Director; Brendon Chetwynd, Patience Tech Director; Peter Welsh, School Liaison

Meeting called to order by Dennis O'Brien at 7:33 p.m.

1. Consideration of Agenda
2. Approval of Minutes. Motion to approve by H. Clopper, second by D. O'Brien, all approved.
3. Board/Staff reports
 - Secretary report (S. Beckett): Results of G&S summit survey shared via email; voice mail message updated.
 - Treasurer report (H. Clopper): Check for LSRHS deposit to P. Welsh
 - Church Liaison (K. Powers): Nothing to report
 - Theater Liaison (P. Welsh): Working on establishing a date for preliminary walk-through; have met with school and will submit application and deposit this week.
 - Costume rental (D. Roessler): Yeoman uniforms going out the end of this month for a show in January in Maine; rental in December to NEGASS
 - Props and Equipment rental (L. Martin): There have been no new rentals. T. Powers borrowed two doors from our stock for his set at TCAN.
 - Newsletter Editor (T. Powers): No report
 - Revision Committee update (A. Conway): Have received 8 responses to survey. Action items (A. Conway): put link to survey on Facebook; work with Webmaster to make link more prominent on website; email survey to all current email lists. Set up next meeting for Newsletter committee. Goal is to get as many more survey responses as we can before drawing takes place.
 - Social Media: No report
 - Archivist (A. Roessler): Received thank-you from Hope Sudbury Telethon
4. Patience
 - Producer report (S. Elberger): Auditions successful, 29 auditioners, 45 in cast; leads are posted on website.

- Producer and tech director will give overview of Tech Training day at first rehearsal on 12/1. Will post 12/6 Tech Training day on theater 411 and Stagesource under “volunteer opportunity.”
- Costumers are constructing body mike pockets from neoprene; would like this to come out of company budget rather than Patience budget. Motion to authorize this expense by S. Beckett, second by S. Flint, all approved.
- 4-color, 1/3 page paid ad has been submitted to Revels, they have offered to promote show on their social media.
- Playbill ad sales letter: Needs to go out ASAP. A. Roessler will send out, she will also mentor if volunteer can be identified.
- Shirt order: Online order deadline is tonight; Andrea will place Web order plus a variety of extras to sell to company and in lobby.

Stage Director report (J. Ravan): Had a productive tech meeting on October 27.

- Working on blocking so that we can have blocking sheets, currently shaping scenes, and creating annotated libretti for those with speaking parts.
- Have met with Judy Erickson (choreographer) to scope out movements and dances.

Music Director report (K. Denney): Cast is awesome, show will be great.

Tech Director report (B. Chetwynd): Missed recent tech meeting due to injury.

Setting up preliminary walk-through for director, choreographer, and stage manager; will also have tech walk-through closer to show date.

- Have committed T. Powers to help engineer the set (and help provide cost estimate) and R. Dallas to provide input while he is in town visiting. Next tech meeting is 11/24; will plan out tech presentation day at this meeting.
- Have obtained body mikes from Talamas at same pricing as last year; looking for source for Clear Coms
- MD note to lighting designer to adjust podium lighting to avoid getting light in musician’s eyes.

5. Basement storage concerns: We have been apprised by SUMC of concerns re: flooding/moisture in long cellar. They have requested access to walls, and no direct floor or wall contact to avoid moisture damage/mold and suggested we look into obtaining a dehumidifier. Action item: K. Powers to respond: we are looking into situation will apprise of plan, would like to know timeline for action.
 - No response from SUMC on proposal to add flooring to attic space.
6. Summer show (J. Gorgone): Show selection committee (J. Gorgone, K. Powers, and E. Simmons) met and winnowed their original selection of 15 possible shows down to 4 shows. Action item: They plan to read all 4 to confirm their suitability. S. Beckett to edit director letter to be distributed in early December.

7. Pirates DVD plan (H. Clopper): Will cost about \$1.25 to reproduce. Suggested that we order disks in paper sleeves for previous purchasers and in plastic cases for current and future sales.
8. Next year show selection: Motion to choose "The Sorcerer" by J. Gorgone, seconded by K. Powers, all approved.
9. Other business (S. Beckett): Seeking input on draft logo designs. Rollout date of annual meeting established.

Next meeting Thursday, December 4th.

Motion to adjourn at 9:31 by D. O'Brien, seconded by S. Flint, all approved.