

Sudbury Savoyards Board of Trustees
Thursday February 5, 2015, at 7:30 p.m.
Chapel, Sudbury United Methodist Church

Minutes

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

Attendees: Andrea Roessler, Archivist; Susan Elberger, Patience Producer; Jim Ravan, Patience Director

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

1. Consideration of Agenda
2. Approval of January amended minutes. Motion to approve with no further changes by H. Clopper, second by J. Gorgone, all approved.
3. Board/Staff reports
 - Secretary report (S. Beckett): Inquiry from SUMC re: use of sign holder; permission granted.
 - Treasurer report (H. Clopper): Report submitted. Will transfer 5K to church investment fund.
 - Church Liaison (K. Powers): No report
 - Theater Liaison (P. Welsh): No report, have not been able to schedule tech walkthrough
 - Costume rental (D. Roessler): NEGASS items returned. No report.
 - Props and equipment rental (L. Martin): Responded to an email inquiry from a woman "collecting information regarding rental of prop pieces period appropriate to the late 1800s" for a low-budget movie.
 - Newsletter editor (T. Powers): Has got cards to PO but not in mailboxes yet. Extras will go to Andrea for cast distribution.
 - Archivist (A. Roessler): Warren and Ruth Colson family selling house and have donated boxes of G&S-related items, including box sets of all shows. Have contacted NEGASS, SLOC to see if they are interested. Some stuff can be sold in lobby shoppe. Family would like donation recognition for tax purposes.
Betty Farmer's husband, Ken Farmer, is in hospital. Will call.
 - Social Media: no report
4. Newsletter/Logo revision
 - (S. Beckett): Have input, no new logo updates.

- (A. Conway via email):
 - I will plan a communications meeting for after the show.
 - I gave a brief talk at the beginning of the orchestra rehearsal on Sunday about running for the Board.
- Playbill insert copy approved. Suggestions: do not insert in playbill; get special lobby staff to collect email addresses. Action items: A. Roessler will make display poster of old newsletters and H. Clopper will print new copy for a display sign. Action item (S. Beckett): Resend file to Andrea.
- List maintenance discussion. Suggestion: have list managers do this. Include P. Sliney in discussion.

5. Patience 2015

- Producer (S. Elberger): Recruiting stage crew, need light crew, need make-up crew. No electrician or rigger. Will post to theater 411, Stagesource. Need more helpers for tech days. Ideas: Check with School Liaison LS tech kids. Offer tech shirts. Dennis to announce at rehearsal.
- Tech Director (B. Chetwynd via email): Minor tech permission slip: need to add line for Minor's name in addition to parent name. Go ahead and make update.

Thanks to A. Roessler for playbill ads, patrons \$6,500+; \$4,300 in playbill donations.

Two armoires donated, would like donation attribution letter. We will give away 2nd armoire.

Suggestion: Think about starting a birthday list.

Revels has put something about our show on Facebook, have tweeted as well.

- Stage Director (J. Ravan): Nine days away from show. Let school liaison know that we may need to use dark night.
- Music Director: no report
- Family Matinee Discussion (S. Elberger): L. Martin will be putting together stage walk thru and children's synopsis.

Assabet village coop has contacted us looking to swap ads. Suggestion: Check back with them for summer show.

6. Contribution to UMCOR. Have actual check for \$2,000, LM is creating big check for presentation. Meet 9:20 before service by O'Reilly room.
7. Board Nominations (L. Martin via email): I have received two candidate statements, putting us at 40% of our goal. Deadline extended to Monday, February 9th.

8. Summer Show: Wendy Stuart will come to rehearsal and introduce herself and the show. She will attend April meeting. Need to establish audition dates.
9. Pirates DVD update. Need to get reproducible replacement disk from Shaun. Action item: D. O'Brien will ask for new disk.
10. Dehumidifier, cellar reset. Nothing new.
11. Attic storage update. Looking to do this after show. Will explore adding flooring and improving lights. Suggestion: Savoyards will consider donation to cover cost.
12. Other business (J. Ravan): Now that Hawes Hall is usable summer venue we should consider updating light setup. Suggestion: reach out to M. Bromberg and D. Silber to design.

Next meeting is annual meeting February 28, 2015 in Hawes Hall at 7:30 p.m.

Next regular meeting Monday, April 6th.

Motion to adjourn at 9:19 by J. Gorgone, second by D. O'Brien, all approved.