

Sudbury Savoyards Board of Trustees  
Thursday January 8, 2015, at 7:30 p.m.  
Chapel, Sudbury United Methodist Church

Minutes

Board attendees: Susan Beckett, Secretary; Hersch Clopper, Treasurer; Karen Powers, John Gorgone, Sue Flint

Attendees: Andrea Roessler, Archivist; Susan Elberger, Patience Producer; Jim Ravan, Patience Director; Tom Powers, Newsletter Editor; Laurel Martin, 2nd Trombone

Meeting called to order by Karen Powers at 7:30 p.m.

1. Consideration of Agenda
2. Approval of December 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): Summer show director invites sent, database info updates sent to Database Manager. Voice mail transferred to Ticket Chief.
  - Treasurer report (H. Clopper): Report submitted. Church has fund that we can join to get better return. Suggestion: add 5K from account. Tabled for further discussion.
  - Church Liaison (K. Powers): no new activity
  - Theater Liaison (P. Welsh): Contract from LSRHS has been given to Producer; Still need to set up Tech walk-through.
  - Costume rental (D. Roessler): Inquiry from Lexington Christian Academy for costumes for Pirates has been followed up on.
  - Props and Equipment rental (L. Martin): no new activity
  - Newsletter–Winter edition (T. Powers): February 2 is desired home delivery date, to printer date is 1 week prior. Use postcard format, get rehearsal photos, use short article, continued on website, if possible.
  - Archivist (A. Roessler): Bob Radle, who played Bunthorne in 1972, will attend. Would like some acknowledgment at show on 22nd.
  - Social Media: no report
4. Board Election Nominating committee (L. Martin): There will be 3 open positions, need 5 candidates. Will announce at rehearsal, send to members email list, and reach out to A. Conway to inform orchestra. All statements due by 1/30.

5. Newsletter/Logo revision (A. Conway, S. Beckett): No update to newest logo drafts. No committee report. Priorities: obtain email addresses, organize lists. Action item: Schedule committee meeting.
6. Pirates DVD update (H. Clopper): Need to make backup copy prior to duplicating. Action item: Would like to have new version in hand prior to show.
7. Patience 2015
  - Producer (S. Elberger):
    - No box needed, stage area can be used for storage.
    - TD is looking for Tech crew.
    - First Tech Day went well despite late start.
    - Need overhead projectors (update: projector found!)
    - Facebook company-only Patience page set up
    - Stoney Ballard has agreed to do Playbill layout.
  - Tech Director (B. Chetwynd): no report
  - Stage Director (J. Ravan): Met with Lighting Designer to go over ideas and develop cue sheet; considering using dual follow-spots, will examine on walk-through; rehearsal schedule now complete and posted, will add frontpiece rehearsal.
  - Music Director: no report
  - Publicity Coordinator/Playbill Ad Chief: deadlines extended for ads and patrons; so far, \$2,045 ad income, \$1,474 patron donations
    - Group from New Horizons-Marlboro will attend on the 22nd.
    - Posted on theater 411, will post to Stage Source
    - Need to remove "Advance sale discount" verbiage from order form and website; will alert ticket chief, webmaster
  - Training Day debrief
    - Worthwhile to repeat, but not make mandatory
    - Need to consider timing: Saturday after 2-ring? March? Incorporate into tech days?
    - Advertise better, including explicit schedule of events with descriptions.
    - Invite other theater groups.
8. Contribution to UMCOR

Motion to donate \$2,000 by S. Beckett, second by J. Gorgone, all approved.

Action items (L. Martin): Get number for check, create check. (K. Powers): Check with church to see if 2/1 or 2/8 would work for donation presentation.

9. Summer Show – Director Response

Two candidates have applied, date for interviews 1/22 at 7:30. S. Beckett will follow up with candidates; K. Powers will reserve room.

10. Dehumidifier, cellar reset

- H. Clopper provided information on dehumidifiers.
- Determined that a sump exists.
- Action item (K. Powers): Let SUMC know we will evaluate storage configuration over course of the show/tech days and schedule cleanout in the spring; find out if it would be acceptable to ventilate rather than dehumidify

11. Attic storage update

- SUMC still awaiting word from fire marshal
- Sounds OK to add flooring now, so we can begin to reorganize
- Action item: discuss attic floor loading and improved lighting with Bill Johnson

12. Other business

Next meeting scheduled for Thursday, February 5th at 7:30 p.m.

Motion to adjourn regular meeting and enter executive session in order to discuss Yeoman of Regard nomination at 9:10 by K. Powers, second by H. Clopper, all approved.