

Sudbury Savoyards Board of Trustees
Meeting Minutes
December 4, 2017, 7:38 pm
Home of Karen Powers, 230 Boylston Street, Watertown, MA

Attending: Susan Elberger, Brendon Chetwynd (Vice Chair & Treasurer), Tom Powers (Chair), Sue Flint (Secretary), Karen Powers, Nancy Powers, Tony Parkes, Laura Jacobson, Andrea Roessler.

- 1) Consideration of agenda
- 2) Secretary's report: We've gotten a few emails about the relocation sale coming to info@sudburysavoyards.org. (We skipped approval of November's minutes. Move to item to January's agenda.)
- 3) Treasurer's report (Brendon Chetwynd): There is \$27,819.41 in the accounts. We have not filed the state forms yet; a request for extension has been filed. Delinquency note about the state filing came to the church mailbox. We need to find a new treasurer!
- 4) Staff reports:
 - a) Database Manager (Susan Elberger): Jim Ravan reports that he has set up the front page of the "insider" webpage and hopes to have the site working soon.
- 5) Committee reports - Programs
 - a) Game Day is rescheduled to January 7th at the First Parish Church. Will need help with organization for the event (Nancy Powers volunteers). The First Parish church is advertising to their members. NEGASS Trumpet Bray has the ad for the Game Day – with the old date – Tony Parkes will try to get email to NEGASS with change of date.
 - b) Iolanthe 2018 (Tony Parkes): Five tenors! We could use more basses. Five each sopranos and altos. The principals are strong! We could have Matt Tragert (Pvt. Willis) sing in the chorus for the first act.
 - i) Production: Nancy Powers is taking on props. Joel Hersch will be stage manager. No costume construction chief. Publicity isn't covered. Jon Gorgone and Ellen Simmons are a *maybe* for cast managers depending on whether they're in the chorus.
 - ii) Tech Space: The "Appleworks" in Harvard looks like it will be great. Susan Elberger is finalizing the details of renting the space. Insurance certificate has been sent and Susan will send the deposit check tonight (\$200). Ellen Simmons reviewed the contract and it's fine. The rent is free! We pay for utilities and any use of the building manager's time.
 - iii) Rehearsals: Rehearsals will be at either Our Lady of Fatima or First Parish Sudbury. One leads' rehearsal will be at Kathryn Denney's house.
 - iv) Orchestra: Kathryn Denney and Andrew Conway (Orchestra Manager) have met to discuss potential members; they're drafting a recruiting email.
 - c) *Sherlock* (Summer 2018): Susan has met with Cannon Theatre and paid a deposit for the space. We don't have to pay for the rights for *Sherlock* until closer to the time of production.

- d) Spring 2019: haven't paid for rights to *Bells Are Ringing* yet. Program Committee will be meeting tomorrow at Susan Elberger's house.

6) Vacating Sudbury United Methodist Church:

- a) Locations (Susan Elberger): Susan has followed up on the PAC Framingham group (who are also being kicked out of their space); they think they may have warehouse space for storage. The Littleton Mill (410 Great Road, Littleton) has space on the second floor accessible from the loading dock, for \$360/month. We can start moving in now – paperwork will be done at the beginning of the month – Brendon Chetwynd, Susan Elberger, and Tom Powers have keys now. There is no lease; thirty-day notice on either part to end rental.
- b) Moving details (Brendon Chetwynd): Over the last week Brendon and Tom (with input from others) have assessed what to keep, sell, and dump.
- Short cellar: just keep the pipes.
 - Long cellar: keep 4x8s, some doors, some columns, and fireplace.
 - Workshop: everything left is SUMC's problem (per previous agreement with SUMC).
 - Attic: We (Andrea, Donna, Sue, Paula, Nancy, Brendon, etc.) have gone through the costume boxes and props and set aside stuff to be sold/donated/trashed. There is enough stuff to justify a sale. There are about 300 boxes of costumes and fabric plus props that need to move. We'll need shelving in the new storage space (Tom Powers will make it happen). David Silber and Mike Bromberg took all the lights that we've not interested in keeping. Strip lights and miscellaneous other lights have been kept.

Relocation Sale: Dec 16th has been reserved for "Relocation Sale" from 10am – 2pm. Andrea Roessler is doing targeted publicity to other theater companies and has a plan for the Friday night setup. Plan to drop prices by the end of the day and have anything remaining go to the dumpster.

Discussion of how to make the move: Dec 9th start moving stuff from the long cellar to the dumpster. Propose that we recruit help with move boxes on the 16th and clean up the sale. Brendon will coordinate recruiting labor for the sale and moving. It was suggested that we send something to the member list to give them the opportunity to be involved.

- c) Terminating ties with the church (Brendon Chetwynd): Suggested that we get everything out that we can. There may be stuff left in the short cellar; there's a sprinkler pipe partially blocking the entrance to the short cellar which makes it difficult to get everything out. Suggested that we collect the keys and drop them off on the 31st and send a carefully worded email saying that we're out and copy our attorneys. We'll have to change physical address on the state forms.
- d) Other details: Mention to Andrew Conway that we need to take SUMC off our Mail Chimp. (SF) Donna Roessler has indicated that she may not want keep being rental agent if it means going to Littleton. Some of the general Victorian costumes will go to the Roessler's attic.
- 7) Discussion of company "sustainability" (Brendon Chetwynd): How do we develop a strategy with a reasonable chance of success, that we can continue to execute shows? We're in decent financial shape, and we've found spaces, but we're suffering lack of "critical mass" on all levels (chorus, tech, production, board) to get the work of putting on a show done. Can we develop a strategy to involve people at the secondary and tertiary levels to get the work done? We've got the inertia / numbers to do *Iolanthe* and *Sherlock*. But shows beyond that are in doubt. If we don't have the resources to continue, how do we do it deliberately? Do we plan to succeed or plan to fail? *Asking the board to*

come up with a strategy in the next few months.

We need to talk to people in small groups about their interest and why they are not currently involved. Get more involvement by *asking*. To get volunteers to say “yes,” it is better to ask for something very specific/well defined. Have a series of “cottage meetings” to discuss the future of the organization, and end with “how are you going to help?”

How are we different from any other theater group now that we don't donate to UMCOR now? Can we still be an all-volunteer group? Historically we start out with fixed expenses of \$10-15K because we do “grand scale.” We could dial it down, take a break, do smaller show, reorganize, do cottage meetings.

How do we attract collaboration with other groups? We can try connecting with other groups; Carol from Performing Arts Center from Framingham is looking to collaborate to get an arts center going. We can also think about creative less-formal collaborations (like small shows with other groups / venues like the new Contemporary Arts International in Acton). What help can we get from other local groups, from EMACT, have a local discussion group for community theaters. It was disappointing to have so few people come to the meeting about moving out of SUMC.

Now that we're not donating and we need to make money on shows; propose that we select a new charity to donate again. But as a 501(c)3 arts organization, we can only give 1-2% of our profits. How do other groups do it? Every group is different. SLOC has a dedicated group of tech / builders, but they pay their orchestra, designers, and directors; they don't pay publicity and production.

- 8) Set date and place for next meeting: January 4th at the Powers' house in Hudson.
- 9) Adjournment: 10:11pm