

SMCT Board Meeting Minutes - November 2015
November 14th, 2015, 10:00am Benjamin Eddy Building, Foster, RI

Members present (voting members in bold): Shane Inman, Kaila Rubin, Leslie Carter, Eric Dubois, Artie Robillard, Carol Mauro, Rachel Stevens, **Bob Hollis, Chris Brostrup-Jensen**

Meeting Begins - 10:15am

Sub-committee meetings

- Behavior policy has not yet been written
- Notes from producer/stage manager meeting have been sent out
 - Progress was made on delineating roles
- Next meeting must be scheduled and topic decided
 - Chris put forth use of rehearsals to build SMCT culture/community as potential topic
 - "Liaison" meeting could be combined with another topic
 - Several people suggested focusing on delineating precise meaning of board positions
 - Unlikely to take very long, would mostly involve clarifying existing lines
- Leslie suggested setting up separate meetings (with separate topics) to occur simultaneously, then coming together afterward to discuss
- Meeting topic will be liaison, as mentioned above, and guideline review
 - Meeting will be held on January 11th, 2016, at 6:30pm at the Dubois' house
 - Meeting will be open to the public
- Potential future topics include tech, publicity/hospitality, and membership outreach (finding interested people)

Creative

- Christmas Carol is in good shape
 - Much farther along in deciding technical details than previous shows
 - Disruptions to rehearsals as a result are unfortunate, but worth the benefits
 - Chris is unsure of how far along costumes currently are
 - Still looking for concessions coordinator for one week of shows
 - 80-90% of the way to getting replacement for Joe Turner
 - Efforts have been made to shift it more in line with how it was described in meetings
 - Specifically, responsibilities and "workflow" will be made to more closely conform to the decisions made at the director/producer/stage manager organizational meeting
 - Planning to shoot videos in coming week for promotion
 - Official cast list needed for by the 24th for Foster Home Journal
- USO Show
 - Still trying to find musical coordinator
 - No need for a producer
 - Show will be performed on November 12th and 13th
 - If live musicians cannot be found and organized, Artie is willing to fall back on prerecorded music
- Suessical
 - Budget is being discussed with Laura Giorgianni
- Creative Studio
 - November CAST production needs to be written and cast, volunteers are wanted
 - Final edit of October CAST production will be uploaded soon

-Bob will get youth reps together soon

Public Relations

- Dennis, Andy, and Eric are working on the new website
 - They have decided to switch after Christmas Carol to avoid disrupting the production
- Buying an ad in Motif would be unlikely to bring in larger audience, but may encourage someone from Motif to review the show, aiding in long-term organizational building
- Leslie suggested posting blurb on Rhode Island Performance Exchange website

Communications

- Shane requested that Communications be moved up on the schedule for a future meeting

Next meeting is scheduled for December 12th.

Motion to adjourn meeting - Seconded/Passed

Meeting adjourned - 11:58pm