



Sock 'n' Buskin Board Meeting Meeting Minutes | October 14th 2018

Welcome and Call to Order

Present	Absent
Mary Sword	Meg Sutton
Christian Giansante	Meghan Boyer
Molly McGuire	
Kosta Diochnos	
Sarah Sheils	
Jasmine Stamos	
Sheldon Parathundyil	
Keara Voo	
Laura Sumpter	
Alex Wilson	
Natascha Sekerinski	
Sarah Ashton	
General Board Meeting - Community Members in Attendance	
Thomas Willians	
Molly Kalnitsky	
Olivia Botelho	
Rachel Stanley	

Emily Poulsen	
Emily Wilson	

Next Meeting: November 4th 2018

Motion to Open:

First: Jasmine Stamos

Second: Mary Sword

Meeting Begins

Molly McGuire Chairing the Meeting

- This is the open board meeting
- Attendance taken
- Minutes from last meeting not reviewed - will be done online.

Round Table - Board Updates

Outreach

- **Sarah Ashton**
 - Organized pmc workshop - rescheduled for November 1st
 - Mandatory for board members
 - Working on getting us in a Our Turn workshop
 - Got info about alum for the gala
- **Jasmine Stamos**
 - There are now stories on the instagram page for each of the productions
 - Social media going well
 - For production team members - she is creating visual diaries of each show - at every rehearsal please have someone take a one minute clip of the rehearsals and cast bonding and then send it to jasmine (in horizontal view)
 - When people from outside sources want to outsource promos with us - send them to SnB company Facebook group, not our actual facebook page
- **Sheldon Parathundyl**
 - Press kits are almost done - just need to get ticket vouchers
 - Reviewers going to be contacted in upcoming week
 - Theatre companies (minus the ticket vouchers) will be given the press kits
 - Turn out - good turn out for auditions
- **Natascha Sekerinski**
 - Almost Maine and Mousetrap audition posters went up
 - The Fahrenheit audition posters are done
 - Much Ado posters are printed - will be put up in November

- Almost Maine info has been sent to David Bromley
- Jasmine will be talked to soon with about the Mousetrap poster
- Suggest to David that his class do the poster for Fahrenheit
- Much Ado programs done
 - If we want anything inserted let her know
 - Sheldon wants Voices Against Violence in the program
- Photos are being taken
- Tag her photography instagram when posting on instagram
- Kassia contacted as blog manager
 - Is head of the blog and has a whole schedule about that

External

- **Laura Sumpter**
 - Sent out volunteer call - just emailed them to the list accumulated from the people who wanted to be contacted - 42 people - got 16 responses back
 - Found a role for everyone who wanted to volunteer
 - Started sending out volunteer confirmations
 - Included info about if people would be interested in shadowing SM's or Director - working to see how this is going to work out
 - Brainstorming that
 - Going to be sending out the rest of the confirmations today
 - **Jasmine:** maybe offer a one-on-one opportunity with directors for shadowing - informal casual coffee
 - Laura going to figure that out
 - Giving them option if they want to come to a full cast rehearsal or if they want an informal meeting

Internal

- **Mary Sword**
 - The Newsletter will be done over reading week
 - Will be putting out polls for tabling with ticket sales and for the front of house schedule for Much Ado over reading week
 - Jasmine: we should sell tickets in Residence
 - We will be doing that
 - Will be alternating the days that we table - multiple days - some days at Residence and some selling in the tunnels \

Production

- **Keara Voo**
 - Met with every director except Sheldon
 - Got a park bench for Sarah
 - Much Ado About Nothing doing costume raid
 - Emailing Alex with the magic sheets - allows all the buttons to be pressed - has all the info on her computer
 - Now we could hypothetically light a show before in the theatre - shorten tech significantly
 - Collecting costumes and props

Webmaster

- **Alex Wilson**
 - She is thinking about swapping everything over to wordpress because that is a much better platform than wix
 - Doesn't function like a real website
 - Working on AODA compliance - making sure that screen readers can read website
 - Merch design contest happening
 - Doing voting in January
 - Board picking favourites and then community voting on what ones they want to see
 - People can submit as many designs as they want
 - Merch order out - going to be ordering stuff very soon
 - 21 items ordered from community
 - Added alumni form to the website
 - 4th years fill it out
 - Alex will be putting the data from this form in a google sheet

Treasurers

- **Kosta Diochnos / Sarah Sheils**
 - Budget is complete
 - Much ado - big expense = cost of the space
 - Mousetrap - big expense = cost of space
 - There is wiggle room overall - much less than we projected
 - Accessibility fund - if someone can't afford to go to an event then they can contact the AD and the cost will be covered
 - 1 business week to get cheques back to people who submit reimbursement form

Events

- **Meg and Meghan not present - AD's giving their announcements**
 - **Molly**
 - Event this week - Halloween movie night
 - There is a poll about what movie to watch
 - There has been a group made - primarily for active members - if they are volunteering or if they are a cast member
 - Laura will add in volunteers
 - ONLY directors add in their casts
 - Monologue night coming up - November 6th
 - Gala night dec 7th

AD's

- board members message the AD's weekly to get tasks done
- Auditions happened
- Callbacks happened
- 3 shows have now been cast
- Board members - setting a president not to linger at the table once your tabling shift is over

- **Jasmine:** Should we tell community members not to linger?
 - Not really - gray area
- Emailing method for callbacks and cast announcements is working well - and through this we get volunteers

Round Table - Productions

- **Much Ado**
 - **Laura Sumpter**
 - Going well
 - Getting organized with costumes today (Oct 14th)
 - Problem with getting people to come to rehearsal
- **Almost Maine**
 - **Sarah Ashton**
 - Have a cast
 - Blocked the first act already
- **Mousetrap**
 - **Jasmine Stamos**
 - Have a cast
 - Had a read through
 - Scheduling being difficult but have a solid schedule now

Final Board Thoughts?

- **Sarah Ashton**
 - Room booking - what to do about this now that the website has changed
 - Solution: claim a room and hope that no one kicks you out
 - There are still 4 rooms that are available for booking on the website - use those
- **Jasmine Stamos**
 - We have a friendship with CMTS
- **Sheldon Parathundyil**
 - Tweaking a couple of elements of proposal for Fahrenheit
 - Casting - going over 14 people? Going to 12?
 - **Mary:** Rhino cast barely fit - backstage space issue
 - Alex agrees

Open Question / Answer Period

- **Rachel Stanley** - is there going to be a poster for the design contest
 - **Alex / Natascha:** It's in the works
- **Olivia Botelho** - important - for tabling in Rez com you need to book it
 - I do that once I have a schedule - for Rez com
 - I also book for atrium
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- **Sarah Ashton** - should we open tabling open to cast members?
 - Would have to be a board member present

- Yes - i will put them in the hole spot

Motion to Adjourn

- First: Alex
- Second: Sarah Ashton