



## Sock 'n' Buskin Board Meeting Meeting Minutes | September 9th 2018

### Welcome and Call to Order

### Attendance:

Present	Absent
Christian Giansante	
Molly McGuire	
Meg Sutton	
Mary Sword	
Kosta Diochnos	
Sarah Sheils	
Meghan Boyer	
Jasmine Stamos	
Sheldon Parathundyil	
Keara Voo	
Laura Sumpter	
Alex Wilson	
Natascha Sekerinski	
Sarah Ashton	

**Next Meeting: October 14th** - It will be the General Meeting

## **Motion To Open**

First: Sarah Ashton

Second: Meg Sutton

## **Meeting Begins**

### **Christian chairing the meeting**

### **Round Table - Board Updates**

#### **- Outreach:**

##### **- Jasmine:**

- Social media has been going well, graphics that Natascha made are top notch
- Very successful
- Pulled up analytics
- Likes have been going through the roof - attributed to outreach, literally targeting Facebook groups
- Trying to create 4 different Instagram highlights - not working so she needs assistance - so that's Jasmine's new goal
- **Season hashtags: #socknbuskin #snb75**
  - Nice thing about that - all the posts from this year and before will be there
  - If going to post on social media - clear it through Jasmine first or she will edit it

##### **- Natascha**

- Posters - general poster done and going up around campus
- List out - sign up for where they can go
- Kassia is working on the blog - 2 posts this week
- Bromley contact has been made, waiting for him to get back
- Photos will be on flickr
  - And on all the groups and board group
- if someone puts up a pic then @socknbuskin

##### **- Sheldon**

- Lot of people coming forward and lots of messages
- Every time someone clicks interested it posts to their wall and there is a lot of promotion in that
- Got in touch with charlatan and putting in ads, going to figure out how much that will be

##### **- Sarah A.**

- Monologue list to be put on the website for people to use
- PMC Workshop
  - Either Tuesday or Thursday next week

- Appropriate language to use, ADHD, and mobility
  - Jocelyn can bring things into the workshop - if we want anything brought up then let Sarah A. know
  - **Meg:** can we have training on how to deal with anxiety attack
    - Yes, Ashton will mark it down
  - **Jasmine:** invisible disabilities are important
  - This is for the board - Ashton suggests one member of each production team
  - Going to start working on resource for drama games for during rehearsals
    - Kosta has a doc - it's on the drive we think
- **External - Laura:**
    - Lot of interest at launch party and at auditions - lots of people want to volunteer
    - Working on master list
    - Working on brainstorming additional lists for repeat offenders - who keep coming back and can handle more
    - Call for set builders going out shortly
  - **Internal - Mary:**
    - The first newsletter went out and was posted on Facebook, there was a good response from it.
    - There was also an emergency CU-Expo extra newsletter that went out with all the information for the people who signed up at the expo
    - The second newsletter will be going out on September 22nd and is in progress
    - Issue - please when board members sign up for volunteer tabling hours, please put all the hours you're available for - because otherwise we have very choppy schedules that don't work well.
  - **Production - Keara:**
    - Cleaned costume room
    - Working on digital inventory of everything - taking a while
    - Started talking to much ado about what they need for their show
    - Purging carp shop - we are going to say what we want and the rest will be thrown out
  - **Webmaster - Alex:**
    - Website redesign happened
    - Going to do a bit more redesigning
    - Next set of audition information will go up soon as well as information on the movie night event
    - Going to try to get rid of Wix's booking app
    - The next set of auditions are going to be separate - just happening on the same day

- If people want to audition for both they can book 2 auditions
- **Treasurers - Kosta & Sarah S.**
  - Working on budgets, going to hash it all out this week
  - Same as normal - reimbursement forms - tracking things
    - Online form again
  - We have a debit card - could potentially be passed on to directors, will need to be discussed
  - Signing authority - need to put one of the treasures on it
  - Don't ask for Cheques for small amounts - wait till you buy more and need more money
- **Events - Meg & Meghan**
  - Launch party happened
  - Amazing mingling
  - People felt so welcomed
  - Many first years want to get involved
  - Speeches were great
  - Next event is movie night
  - Big amazing s going to be the 75th party which is going to be December 7th
  - Vintage movie night in Southam or River building
  - Recruit volunteers for people to help
  - **Kosta** - launch party was very expensive - 330\$
  - **Meghan** - talking to NAC where going to purchase reduced tickets to see "Prince Hamlet" - but they cancelled the show for that night
    - Hadn't bought the tickets
    - NAC still willing to give us discount - could go to another night but for other price
    - Going to do a poll for what night we want to go and how many tickets - thinking of getting 20 tickets - could bump it up 25
- **AD - Christian & Molly:**
  - Auditions happened - going well - people did well tabling - more so this year there was a good feel for the tone of the person going in - this year we were friendly but professional
  - Olivia and Laura did a great job
  - Office update: shelves is a hazard - need to bolt them to the wall - debating getting rid of it
  - Christian wants us to look for furniture on the side of the road for possibly using in shows
  - **Much Ado About Nothing** - had to change a show date - Saturday night show is now on Thursday night
  - Callbacks are today
  - We have stickers and business cards

## Production Updates

- **Much Ado About Nothing - Laura Sumpter**
  - Good auditions
  - 24 callbacks - casting 17
  - Prepping cast list for tonight - process is now that we are going to email out the cast list
  - Not doing calling for callbacks now
  - Molly also likes that it took less time - having information in writing is useful - bolded important information for the email
  - Concrete confirmation of where/when it is / what's expected
  - Trial running to send out an email with the cast list - if people aren't happy with a role then they can email us back
  - Then you're sure who else is in the show
  - This is a trial run - if it doesn't work then we will try something else
  - Jasmine likes the idea
    - But we need a buffer period for them to deny
    - They need to confirm whether or not
  - Meg doesn't like the idea - better to have 2 emails
  - Jasmine thinks we should also include 2 emails and put forth volunteer opportunities in the email
  - Molly thinks we can send out 2 and include the cast list in both but have a preface paragraph underneath with volunteer opportunities for those not being cast

## Open Forum

- **Keara**
  - If we want to get people involved then we can teach people how to use the lighting board and then we would have assistants for the stage managers
  - Good way to get people who didn't really know about stage manager positions can get them into the groove
  - Then we also have people who like the lighting board
- **Meghan**
  - Lots of interest in helping on the creative designing aspects
    - Makeup, costume, prop, etc
- **Jasmine**
  - Willing to give the Snapchat to people - trusted volunteer
  - If someone is creative and likes that then that's a volunteer opportunity
- Need to figure out a day for January board meeting - Friday the 11th
  - Want before auditions and tech

## **Motion To Adjourn**

First: Jasmine

Second: Alex