



Sock 'n' Buskin Board Meeting

Meeting Minutes | December 2, 2018

Welcome and Call to Order

Attendance

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

Motion to Open

Motion to Open: Meghan Boyer

Seconded by: Meg Sutton

Round Table - Board Updates

Event Coordinators

- The Sock Party will be on Saturday, December 8, from 12 - 2 PM at Meg's house.
 - Shawarma (including vegan and vegetarian options) will be ordered and picked up from Shawarma Palace by Meghan.
 - Meg needs cutlery and plates.
 - Meg will get sock puppet supplies from Michaels.
 - Socks may be sold at the Sock Party
- The 75th Gala venue will be booked this week, likely at the NAC.
- The first event of the new year will be karaoke.
- Monologue Night may take precedence over karaoke, and will fill the "floating event" space in the calendar.
- Another event will likely be a behind the scenes tour of the NAC for 30 people, likely in Januray or February.

- There are many events remaining.

Outreach

- Social Media efforts are going well.
- Sock 'n' Buskin has a revamped LinkedIn page.
- A Facebook post was boosted - many people who aren't SnB's main audience liked, shared, and commented on it. This is worthwhile because it's reaching a different audience.
- The merch design contest post is scheduled to be posted at 11.
- The call for volunteers will be posted soon.
- Casts brought a lot of focus for Much Ado About Nothing - for each person in the cast, about 7 - 8 people came to see the show.
- People are very active with inviting to Facebook Events.
- We had reviewers for Much Ado About Nothing. The Capital Critics reviewer did an amazing job, and has offered to review the rest of our shows this season. The Charlatan reviewer did not do a good job.
- We got several audience members from listings on other sites.
- Sarah will be sending information to different media outlets to create interest in the gala.
- Director Q&As may be done with the Charlatan when possible.
- The poster for Almost Maine is ready.
- The poster for the Merch Design Contest will be put up today.
- The poster for Fahrenheit 451 auditions will go up soon.

Treasurers

- SnB made approximate \$2200 from Much Ado About Nothing, which is slightly short of the projected \$2500. The flash sale on Thursday Night (\$5 tickets instead of \$15) likely had an impact on this, but created a larger audience overall.
- Casts should fill out reimbursement forms.
- E-Transfers will be available soon.
- Merch may be picked up today.
- The treasurers have met with the Fahrenheit 451 team to discuss their budget.

Webmaster

- Fahrenheit 451 audition booking portal will be done by Thursday
- The entire website was moved over to WordPress, and work continues to be done to make it look and feel great to use.
- Mailchimp is now being used to send newsletters.
- Mobile compatibility will be done within the week.
- The Merch Design Contest portal is available. Any questions or concerns should be directed to Alex.

- Comprehensive how-tos will be created later in the year for the Wordpress website, so that anyone who needs to use it can use it.

Production Coordinator

- Much Ado About Nothing went well, but several glasses and a picture frame were broken, with minimal injury.
- Not much needs to happen right now, but Keara is collecting items for Almost, Maine and The Mousetrap.
- A door must be purchased.
- Lights must be set up to look like the northern lights.
- Someone will need to rent a UHaul to get the set to the Glebe St. James for Almost, Maine, and back.

External Coordinator

- The Much Ado About Nothing volunteers started out very organized, but there was some disorganization due to Laura stage managing at the same time.
 - There was some miscommunication about ushering
 - 2 people could not participate as stagehands due to illness or injury. Both will be contacted to help backstage for the next shows.
 - Got very good feedback from the hair and makeup and costumes directors - these were great, especially with a large cast.
- A feedback form was sent out. Only 2 responses have been sent so far, but they have been positive.
 - There was an emphasis on the need for more training (especially for backstage work).
 - The feedback form will be released more publicly soon.
 - The deadline to fill out the form is December 11th.
- A “dead body” is required for The Mousetrap.

Internal Coordinator

- The newsletter will be out on the 20th.
- Someone needs to take photos of the Sock Party.
- Over the break, Mary will be making schedules for tabling for shows and the Fahrenheit 451 auditions.

Artistic Directors

- The ADs should be messaged back promptly, and looped into group decisions that are taking a long time.
- Facebook group posts should be read and responded to.

- CMTS has approached SnB about having a meeting to discuss their relationship after an incident involving a member of their show's production team, and several board members who were tabling at a Much Ado About Nothing show. The ADs will attend if approached.

Round Table - Production Updates

Much Ado About Nothing

- The show went very well.
- There were many challenges associated with the show.

Almost, Maine

- A cast member who dropped out was replaced
- The last rehearsal of the term will be on Sunday, where they will try to do a full run
- Tech will happen early in the new year
- Cast bonding with The Mousetrap cast is scheduled

The Mousetrap

- Rehearsals have been going well, but blocking has been a whirlwind.
- Everyone should be off book now, and everything will be put together at today's rehearsal.
- Jasmine has good leads for a set and props, and the vision is coming together.

Open Forum

1. According to the constitution, a community member is a person who has been active within Sock 'n' Buskin within the last 2 years. Proposed amendment: a community member is a person who has been active within Sock 'n' Buskin within the last year. A $\frac{2}{3}$ majority is required for this vote to pass.
 - a. First: Kosta, Second: Meg, Vote: unanimously in favour
 - b. A secondary vote was put forward by Kosta to make this amendment come into effect immediately. A $\frac{3}{4}$ majority vote is required for this vote to pass. The vote was unanimously in favour.
2. The constitution should be made available on the website.
3. Due to the university's new free speech policy, there is a positive duty for to ensure freedom of expression on behalf of clubs. SnB has a long term commitment to freedom of expression. Sheldon and Kosta will draft a constitutional amendment to express this.
4. Molly will handle information related to the new position of accessibility coordinator.

5. Due to Flickr limiting their free account size, SnB will purchase a 1TB hard drive to store photos and archived data.
6. Sock 'n' Buskin could create a yearbook.
 - a. If this task is undertaken, Natascha will need help to complete it.
 - b. The yearbook could be added as an add-on item to Gala tickets.
 - c. The yearbook could take the form of a zine or digital yearbook to minimize production costs.
 - d. Yearbooks could be mailed to any purchasers from out of town.
 - e. A group should be formed to discuss and plan for this task.
7. The Charlatan needs to be reminded to credit Natascha for all photos that she provides.

Motion to Adjourn

Motion to adjourn: Sarah Ashton

Seconded: Meg