



**Sock 'n' Buskin Board Meeting  
January 10th 2019**

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

**Chair:** Molly McGuire

**Call to Order:**

- First: Mary Sword
- Second: Alex Wilson

**Round Table**

## **Treasurers**

- Kosta Diochnos:
  - the cheque's are being sent out
  - The budget has been updated
  - If you have reimbursement forms, they can be done for multiple things / days

## **Web Master**

- Alex Wilson
  - Tickets for Almost, Maine are up
  - Merch design is on-going
    - The top five designs have been decided on and will be voted upon by the community in a community-wide poll in the coming weeks
    - Will be anonymous and doodle poll-esq
  - Should we do tote bags? Stickers
  - Once we have the actual winning design then there will be a discussion about what we actually want to see it on

## **Production Coordinator**

- Keara Voo
  - Southam Hall flooded twice
  - Keara has figured out how to use the light and lighting board and is making a google doc about it
  - Almost, Maine tech is this weekend
  - The Mousetrap tech is in two weekends
  - We need a new power bar because the flood ruined our current one

## **External Coordinator**

- Laura Sumpter
  - She was able to fill all the volunteer roles for Almost, Maine
  - One usher spot is still open
  - We have volunteer photographers for Almost, Maine

## **Internal Coordinator**

- Mary Sword
  - The January Newsletter will be going out on Sunday
  - There will be an update on all three current shows, including the Fahrenheit 451 cast list
  - Please stay out of the email unless it is needed for you to be there, and leave anything that is not yours on unread

## **Outreach**

- Jasmine Stamos
  - Social Media is going well
  - Norm Luis (big on Broadway and Television shows like Mad Men) liked one of our Instagram posts and Jasmine messaged him on the platform
- Natascha Sekerinski
  - The photo's have been ordered
  - There are volunteer photographers for Almost, Maine
  - Kassia is working on the blog
  - The Yearbook is currently a WIP

- Sarah Ashton
  - emails have been sent out to senior homes - we may not get a lot of advance notice if they are coming
  - Emailed CBC and CTV for promotion - they said that they would contact us closer to the dates of the shows
  - the Almost, Maine posters are going in various church programs
  - There is an article about Almost, Maine in the Glebe Report
  - Sarah Ashton did an interview about Almost, Maine with The Charlatan
- Sheldon Parathundyil
  - Reviewers for Almost, Maine have been contacted
  - Jasmine Stamos' director statement is needed
  - Press Kits have been sent out
    - Those have been sent to theatre companies throughout Ottawa so that we are within their radar
  - Our show listings are on Ottawa tourism websites
  - Pat Gotie, from Fringe, will be forwarded about our shows so that he can tell his circle of colleagues about it

## **Events**

- Meghan Boyer
  - The Sock Party went well, we had a great turnout
  - Due to the Gala, there will be no January event
  - in February there is Hamlet at the NAC - Thursday, February 28th.
    - There are 20 tickets for that - if they sell out quickly then there is the opportunity to buy rush tickets / student discounted tickets
  - She will be in touch as to when the selling of the Hamlet tickets will begin
  - Willies will be at the same location as last year
  - A monologue night will also be added, either in early February or mid-March

## **Artistic Directors**

- The Board applications are done
- Three individuals are running for A.D.: Sheldon, Sarah A, & Natascha - two will be picked
- This will be decided on February 11th, which was moved until 7:30 to accommodate classes
- 7 or less spots will be filled for incoming board members - every director should let their cast know about this & individual board members can bring it up with individuals if they think they should be told / need that push
- The costume room was flooded twice - all the Almost, Maine props are in the office
- All set pieces are in the office
- Everything in the costume room is elevated - the inventory is no longer valid
- We may need new tiles - the walls may need to be redone
- The office is okay, though.

## **Production Teams**

- **Almost, Maine**
  - 2 people in the Glebe St. James community have passed, so their tech has been bumped from the church and will instead be doing the majority of it in Dunton 2017 until 5:30pm on the Saturday.
  - The show on the 19th will begin at 8 rather than 7
  - Only two things were lost in the flood
  - The address is wrong on the poster - we are going to take precautions sure that people coming to see the show do not show up at a random house
  - The Uhaul for tech and for strike are booked

- Meg has filmed the promotional video
- **The Mousetrap**
  - Props are needed
  - A safe place to store a fireplace is needed
  - The poster will be done by Amal
- **Fahrenheit 451**
  - Ready for Auditions
  - Finding out what SLB's criteria for fake weapons is
  - Questions were added to the form that were sent out to auditionee's

## Open Forum

- **Keara Voo**
  - she has priced a USB connector to make a laptop connect to the lighting board and itself be the lighting board - this is something we should look into, but it is very pricey
- **Alex Wilson**
  - The entire website is fixed and an interactive map has been added
- **Meg Sutton**
  - The 75th Gala
  - The Lantern room at the NAC is under our name and we need to confirm it
  - The menu for the event is done
  - The issues that we need to address is how much we are willing to make people pay for the tickets and how much we're willing to pay for the Gala overall
  - Discussion:
    - Kosta:
      - If we keep the tickets at 60\$ per person - subsidized - we will have to cover around 4200\$, and this is contingent with us selling 120 tickets
      - For the whole year we budget around 3500\$ for events
      - But we have the money in the emergency funds that could be used towards this
      - 650\$ has already been spent on events
      - The Willie's isn't that big of a cost and we've already bought the Hamlet tickets and we're also getting money back from these tickets because not everything is being subsidized
    - Meghan
      - For the food, we have a cocktail hour in the Lantern Room at the NAC - Meg negotiated 500\$ under the original price
      - There will be a cash bar, but the food will be included in the price of the ticket
      - There will be Hot / Cold food stations
      - The amount of food you get for the price makes it all worth it
    - Kosta / Sarah S
      - If we didn't subsidize everything and still sold everything then the cost of the tickets would be 79\$ each
      - One of the concerns - even 60\$ seems too much to the treasures
    - Worrying that this is unfairly exclusionary
    - How much are people willing to pay?
    - Kosta
      - One thing to add is that we do have the accessibility fund, so money could be moved from other company funds
    - Christian
      - We are Levy and therefore we cannot fundraise

- Early bird ticket pricing?
- Establish a very firm price for the tickets and we market early bird tickets
- Alumni will come based on how we market it, but we have to have it at an established location, such as the NAC, to make sure that they will come
- Jasmine
  - It is important to remember how this is going to serve us in the future - can we use the Gala into a networking opportunity?
- We could potentially do it as a fundraiser?
- We should get community members or board members to form a committee to plan the Gala
  - Alex, Mary, Meg, Jasmine, Meghan - working together on Gala Outreach
- Decided that we're going forward with the Gala
- Pricing: 60\$ = Early Bird, 75\$ = Regular
- This will be for all of Ottawa, not just SnB
- Alex
  - We should have a door prize
- Meg
  - We should look into sponsors
- Molly
  - Live music - she has a friend who would do it for free
- The event will be put up by Monday
- Meg will write up a sponsorship form
- We will be using EventBrite for tickets - Alex is putting it all together

**Motion to Adjourn:**

- First: Kosta Diochnos
- Second: Sarah Ashton