

Executive Committee Meeting - August 26, 2014

Meeting called to order at – 16:13

### Officer Reports

- President
  - We received an email about leadership summit event
    - Will be done by president
    - Suggests to be done for TComm
    - Only 3 attendees per club are allowed
  - First GBM 09/07/2014 at 12:00 PM
  - AYW workshop continues this weekend
  - RPI ambulance has made another appeal for help for a mock accident day
  - We have a new SARP, Holly Nelson
    - President and business manager will swing by the Union to meet Holly
  - Our constitution was not put on file
    - Our new E-Board Rep., Chaz, is taking care of this
- Business Manager
  - We have begun talking to the TComm about budget spending
  - Over summer discovered we never got rights for Dracula
    - We have them now
  - Will be talking to Holly about contracts for Norm and Eric
    - BM will talk to Norm about accompanist (Adrian)
  - Work in progress for petitioning E-Board for more money for purchases
  - Dft.ba/-soyouwanttobuysomething is a URL for easy purchasing
  - New Union policy: you need pre-approval before purchases
  - Planning to talk to TComm about spending
    - Will also talk to Dracula team when they are selected
  - The Dracula budget has been shared with the producer, Ryan Kutler
  - Publicity budgets will be sent to Season Publicity (Mason)
- Technical Director
  - PH not on fire!
  - The fire door and fire curtain are fixed
  - The doorbell is on her list to do
  - There is a list on the office door of non-emergency issues for TD to take care of

- Will figure out when first TComm meeting will be
  - Jocelyn will be special guest speaker
- Membership Chair
  - Movie night in progress
    - Might need to be postponed for auditions
  - Also looking into having game nights
  - Apple picking will be planned in October
  - The soccer league is delegated to Taylor Turner (team captain)
  - Closing night party details being arranged
  - Activities Fair is on Thursday 08/28/2014
    - There is a Google document for signing up to help
    - Runs 6:30-8:30 with a half hour on either end for setup and breakdown
  - Performing Arts Committee
    - Will email club leader of acapella groups, RMA, Sheer Idiocy to work out a schedule for next semester
  - TIPS training session in the works
  - Also looking into who is van trained
  - MemComm meetings?
    - Was not planning on having a MemComm this year
    - Is open to the idea if people like the idea
  - Alumni Event planning in progress
- Secretary-Historian
  - Formalizing Secretary-Historian Manual
    - It will be put on Google Drive when it is complete as a reference for others
  - Request that the other EComm members make similar documents
  - Posters from last season will be framed this semester
  - Looking into setting up show selections for EoP and main stage shows next semester

### **Other Reports**

- Season Publicity Report
  - NRB went well!
  - Jess has designs for the side marquee
  - Has been in contact with Ryan about publicizing auditions and tech openings for Dracula
  - Ads for work party will also go up

- Michael Smith is the new Season Publicity Designer
  - Mason will be meeting with him to confirm design plans
  - The season marquee will also likely be used as a season design
- Website will also be getting artwork
- EComm received email from Confetti Stage about trading ad space for ad space; this will be forwarded to Mason
- Progress on retrieving Twitter account?
  - None
- Troy Cloth and Paper for shirts: better prices
  - We can talk to Martha about the switch
- NRB Report
  - It went well!
- Dracula Report
  - Has spoken with EComm about future plans and responsibilities
  - Contacted Eric
    - Auditions will be late next week
    - First meeting postponed
    - Will meet this Wednesday
  - Spoken with Mason about advertising for auditions as effectively as possible in reduced time
  - Begun talking to Martin, the man who runs the LRC program in the PH. Martin will be communicating with Emily about preferences for the stage.
  - First work party scheduled for Friday, September 19<sup>th</sup>
  - The first two rounds of calls have gone out
    - Ryan encourages anyone who is interested in producing or directing to put in for those respective assistant roles

### **Discussion Points**

- EoP Dates
  - We usually conflict with Relay for Life
    - Tabled until we have dates for Relay
- Sideshow Dates and Calls
  - Dates of Parent's Weekend are 10/17-18/2014
  - Last year calls were opened 5 days before today

- Show was decided the 7<sup>th</sup>
    - Auditions were the 12<sup>th</sup> and 14<sup>th</sup>
  - Open call today for sideshow?
    - General consensus
    - Have calls close 5<sup>th</sup> (for show) or whenever the day before the EComm meeting is
- Pizza Budget
  - Point of contact for talking to other clubs about food budget will be Jeremy
    - Jeremy requests numbers for pizza budget from Jocelyn
  - Hopefully will have an E-Board proposal in the next couple of weeks
  - Contingency plans
    - If the Union requires that we take the money from some other area, we can work around this
- AYW Workshops
  - See president's report
- EComm Meeting Times
  - Because we have a new SARP, a new When Is Good will be sent out
- Commedia Building Use
  - Commedia del Arte Troupe wants to use the PH for rehearsal from 2-4 on Sunday afternoons
  - Not sure how affiliated they are with RPI they are
    - They have been involved with the Society for Creative Anachronisms (SCA)
  - Some Player would have to be present for their entire time here
  - They have previously had meetings in the Union
  - They have been affiliated with RPI for over 25 years
  - Should talk to SARP and advisor
  - Should also talk to SCA about their experience
- Confetti Stage Advertising
  - See Season Publicity report

### **New Business**

- None

### **Followup**

- EoP Dates: get dates for Relay for Life
- Commedia business

Vote to Close

5 yeas

0 nays

0 abstentions

Meeting Closed at – 17:03