

Executive Committee Meeting - February 27, 2015

Meeting called to order at – 17:00

### **Officer Reports**

- President
  - PAC meeting this week
    - Starting joint post-NRB event
      - Likely Saturday November 5
      - Four hour event with 6-8 clubs doing workshops at PH, Union, Low
      - Jeremy is spearheading this effort
- Business Manager
  - Will be emailing Screen It about how much it will cost for boxers and individual embroidery on sweatshirts, etc.
  - Talked to Martha about TANYS dues being paid; in the works
  - Got money from Res Life for Rocky Horror so Alberto will be paid
  - Will be making closing night purchases on Saturday
  - Will be getting last shot for We R Gold video on Monday, doing bulk of editing on Sunday
  - We have enough money to cover pizza at work parties for rest of year
- Technical Director
  - Email Joe and Holly about card access and keys (for Dirty Rotten), repairs around PH
  - Emailed TComm about doing revisions to department manuals
    - TD will be writing box and house sections herself
- Membership Chair
  - Closing night party has been planned
    - Supplies being picked up tomorrow
  - Next week (Wednesday 11:30-6:00) is blood drive co-hosted by Players and Chi Phi
    - Can sign up to table by emailing MC
  - Suggested membership events: Manhunt, roller skating, laser tag
- Secretary-Historian
  - Posters were framed last Saturday
    - Framing Service not used
    - Total price was about \$75
  - Received reply from Tammy from the Archives about RPI TV recordings

- Currently they send backups (LTO tapes) to the Archives, but only they have access
  - Will be reaching out to RPI TV to see if we can get access to all videos permanently (also moving them to Players hard drive)
- Received email from Conrad Mossi about improving the Playhouse landing page on the Union website
  - Will be gathering and sending out assorted information
- Made production selection absentee ballot which will be uploaded to website

### **Other Reports**

- Season Publicity Report
  - Talked to June's hair salon about advertising (which they were interested in)
  - Season tree shirts are in
    - Most people have not paid
    - Bursar sheet available
  - Suggestion to set Snapchat stories to things advertising for our productions before they open (so tonight for EoP)
- Webmaster Report
  - Work on the new box system in underway
    - Goal is to have it done before April
  - New website still in progress
    - Got control of UPAC Cinema's website to repair it this past weekend and will be borrowing some elements from that (shows will take center stage on website as we did for Dracula and Blondes)
  - At first two work parties will be in lobby taking requests to update info on website
    - Send email and/or talk in person
    - Email to players-1 will also go out
- *EoP* Report
  - Had opening weekend; it went well
  - Were adjudicated
  - Tonight is second-to-last show!
  - Post mortem will be conducted electronically
    - Would like to offer individual feedback to designers (no grades or anything)
  - Started working on revising producer manual this morning

- Will be done by the time *Vagina Monologues* closes
- *Vagina Monologues* Report
  - Set with lights
  - Tech Saturday on the 7<sup>th</sup>
  - Opens the weekend of the 14<sup>th</sup>
- *Dirty Rotten Scoundrels* Report
  - Have complete cast
  - Have complete production team
  - Assistant calls closed today at noon
    - Some will be extended
  - Rehearsals start Sunday
  - Scheduling an extra work party because one was lost to *Vagina Monologues*
    - Date currently uncertain
  - Request from TD for producer to send days PH should be open
- Elections Committee Report
  - Sent out list of nominated persons on Tuesday
    - Absentee ballot was included as attachment
  - The official meeting which no one should attend is this Sunday

### **Discussion Points**

- Nominations
  - Michael Gardner for president
    - Nominated by Nick Menezes
    - Seconded by Mason Cooper
  - Mason Cooper for Secretary-Historian
    - Nominated by Nick Menezes
    - Seconded by Hannah De los Santos
- Mentor Program Formalization
  - Draft of expectations was sent to EComm and Emi and Nick
    - Addition made by Emi that mentors should be acknowledged on website in playbill
    - Mentors will be in block of playbill separate from production team similar to the work party crew

### **New Business**

- Senate will be buying picnic tables that are club sponsored (not officially announced yet)
  - No money from clubs, all provided by another source
  - Will have a plaque to the club that sponsored
  - EComm will respond ASAP when this email goes out

Meeting Closed at – 17:47