



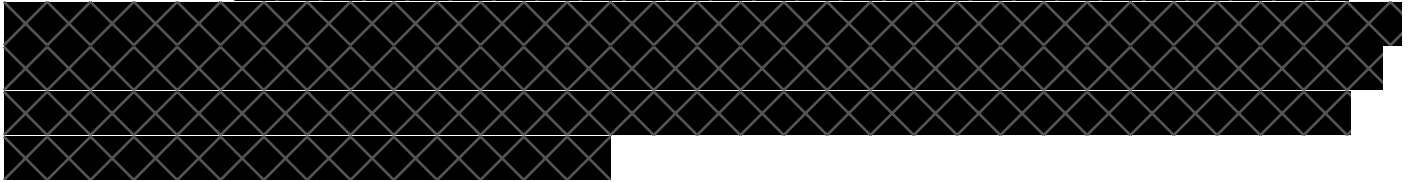
Meeting Minutes #2

Date: Thursday, January 25, 2024

Time: 5:30pm

Location: Zoom

In Attendance:



Next Meeting: Thursday, February 1, 2024 at 5:30pm on Zoom

GENERAL

1. Our Designer Run will be Wednesday, February 7. We will likely have another run after this but before Tech begins, so anyone who cannot make the Designer Run will have another opportunity to see the show.
2. Our high school matinee performance on Tuesday, February 27 at 10am is confirmed, and it's sold out! We will have 216 high school students joining us! Stage Management will inform the cast and crew that it is *their* responsibility to talk to their professors about this potential absence *now*, and that the show is not an automatic excusal from class.
3. There will not be a talkback after the student matinee performance, but there may be a panel at another time which we hope will include the cast and crew of the show, as well as groups like STAR and IRC. These groups cannot be compensated, but we will offer them free admission to the show.
4. There will be a workshop for some of the high school students after the student matinee that will happen in B57 and possibly Shafer. Sarah Moore has more information on this.
5. Chelsea thinks we may need some extra time in addition to our Spacing Day to work on the choreographed movement pieces with the curtains so the cast can practice operating them.

DIRECTOR

1. Aidan C. (Anon), Yvette A. (Nemasani), and Chelsea will be doing an NBC 12 *About Town* interview. This will likely be on Monday, February 19.
2. Our first stumble-through of the entire show will be Wednesday, January 31.
3. We'd like to add a dramaturgical and a directorial note to the program, as well as information about the VCU Student Organization, Students Together Assistant Refugees (STAR), and Richmond's International Rescue Committee (IRC).
4. Our Assistant Directors and Dramaturgs will work on creating a study guide for the student



Meeting Minutes #2

matinee performance.

SCENIC

1. Scenic has sourced fabric and Van is working on getting layouts together for the small curtains.
2. The neon signs have been ordered.
3. The drawbridge will be down for this show. Once the drawbridge is down, we will need to post signage that the Light Lab will not be accessible from Hodges and other directional signs to the Light Lab.
4. BJ asked if the drawbridge could potentially be lifted for his Monday classes in the Light Lab.

COSTUMES

1. Fittings this week went well! There will be more scheduled for next week, starting on Monday, January 29.
2. Tallie would like to set up a meeting with Chelsea so they can discuss the Dive Bar scene (Scene 20).
3. Pascal (Sam S.) will be killed by Zyclo (Eli W.) in one of the VOMs. When Zyclo comes back on stage, Chelsea would like him to either have blood on his plastic apron or maybe a bloody rag for his hands. The blood would be applied during the show, but would not have to be applied on stage.
4. Jill mentioned that there is lots of blood left over from *Let the Right One In* that we can test out. We plan to test some out on the plastic apron to see if any drippage onto stage would become a slipping hazard. Jill thinks an ounce of blood might be enough.
5. Chelsea and Tallie will discuss blood further at their meeting about the Dive Bar scene (Scene 20).
6. Tallie will send Michael an email so they can set up a time for him to grab whatever fabric samples he needs from the Costume Shop to test out colors on them.

LIGHTING

1. Our head electrician, Viv, let us know what's going on in Lighting Practicum.
2. Almost all of the fixtures are hung and they just submitted a quote for pattern and color.
3. They have not started patching or working on practicals and LED tape.
4. Michael will get back to Preston regarding weekend cueing time needs.
5. Stage Management is still missing contact information for some members of Team Lighting.
6. Chelsea will email Michael to set up a one-on-one meeting to discuss specials.
7. Preston showed us where the masking is currently set to be. Lighting will be going in to look at lights and masking in the space on Friday, January 26.
8. Lighting is proceeding with the planned Focus dates of February 8 and 9 from 6:30pm - 10:30pm.



Meeting Minutes #2

SOUND

1. Sound came into rehearsal on Wednesday, January 24 and had a very successful recording session with the cast!
2. Justice will come into rehearsal again on Saturday, January 27 for our "so-far stumble-through."
3. Justice will send an email to Scenic and Lighting regarding speaker placement.
4. Chelsea does not think she'll want to add directional speakers, but Justice will re-evaluate this after the "so-far stumble-through."
5. Preston said that according to the Speaker Plot, one of Sound's UPQs is currently sitting on floor level and it needs to move upstage to the notch.

PROPS

1. Melanie sent out the online shopping list. Chelsea will look at this as soon as possible so she can approve/reject things and Preston can start ordering.
2. Melanie is going to pattern the burial shroud soon so she can sew it next week. Chelsea would like the backing of this to be black or dark blue. Right now, Melanie is planning on using a black satin polyester fabric.
3. We have decided that we want an industrial size meat grinder. The shop can make this out of PVC pipe so it can be lighter and larger than a household meat grinder.
4. Melanie is getting money from Michelle Anderson to go to the Dollar Store on Saturday, January 27. She plans to get a cute phone case, candies, and a nail file for Calista (Adrianna Q.).
5. Melanie dropped off low ball glasses and fancier wine glasses into the Props Box in B72.
6. Two of the chicken sausages will be consumed - one by Pascal (Sam S.) and one by Zyclo (Eli W.). These sausages should not be cut up.
7. Tippi brought in the Meat Cleaver prop weapon to rehearsal on Wednesday, January 24. It will be stored in the Stage Management office for safety.
8. We will ask Eli W. (Zyclo) if he would like a knife and fork to eat the sausage, or if he'd rather eat it with his hands, in which case we would like to add a Linen Napkin to the Props List.
9. We should not have to worry about grease clean up onstage.
10. In the Zyclo/Anon (Eli W./Aidan C.) fight, we will not be shoving any meat down Zyclo's (Eli W.) throat.
11. Melanie will give Michael samples of the shroud fabric so he can test colors on it.

STAGE MANAGEMENT

1. Stage Management will send out a Google Form for Program Bios. We will check with Sarah Moore about the deadline for these.



Meeting Minutes #2

MISC.

1. Bonnie Brady will ask Sarah Moore if she can join us for the production meeting on Thursday, February 1, so she can tell us more information regarding the High School Matinee.