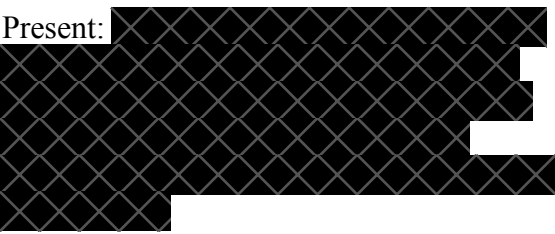





## The 39 Steps Production Meeting Report


Date: 3/3/25	Production Meeting: #10
Location: Zoom	SM: Grace Engstrom
Start: 4:00pm CST	End: 4:54pm CST

Present: 	Absent: 
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### GENERAL

1. Scenic presented their Color Renderings
  - a. They are located in the drive folder
2. We are going to shoot for doing the shadow test the Wednesday or Thursday after Spring Break
  - a. This is going to tell us how we are going to be able to accomplish the shadows within the space we have and the instruments that we have available for the shadowplay
3.  will be sitting in front of the grand during pre show
4. The grand is going to be flying in and out at the top of show, intermission and end of show
  - a. It will not be tracked on and off
5. Designer Run is this Thursday, March 6th
  - a. The run will begin at 7:00pm CST
  - b.  will be recording and uploading the video of designer run for those unable to attend
6. We will not be meeting next week due to Spring Break but will continue meetings the week following on March 17th

### DIRECTOR

1. Due to the busy schedule of the dance showcase  is unable to come in and choreograph for this production, instead the choreography will be done in house
2. Please keep costumes in the loop as the end of the show is blocked on what the final decision will be for Professor Jordans missing finger
3. The jazz fest people will likely be out of the Knutson by about 7:00pm or 8:00pm Tuesday night if we would like to use the stage later in the evening on March 18th

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4. Please keep in mind as we continue on how we are going to format the pre show calls as  will need to be ready to go by the time the house opens

### SCENIC

#### 1. Color Rendering

- a. The single sided piece with the shadowplay on the back will have shadowed sides with a bronze gold sort of highlight
- b. The Moores on the back of the side tabs will be a landscape that is mostly shadows and the sky
- c. The front of the side tabs will again have the gold trim highlight and the shadows on the sides of the buildings
  - i. We will have to look more into the gold trim as it will likely not go away when transferring to the moores and instead lean more into a yellow paint rather than metallic
    - 1. We will be able to do samples as we are beginning to slay stuff out
- d. The floor texture of the unit set will be a similar charcoal like texture
- e. Hotel sign is a really highlighted red with a navy background
  - i. It can have a little bit of a brush stroke look to it
- f. The fireplace unit will likely have a little bit of a return to give it some more presence on stage
  - i. The fireplace is going to be painted
  - ii. We are working on a way to make the fire itself move
    - 1. There is a discussion to be had with lighting regarding how this may be achievable and not just two-dimensional and stagnant
  - iii. Scenic will work on getting a paint elevation including the flame
  - iv. Will be a pretty flat unit that is an inch deep
- g. Window Unit Sample is a little bit thicker than it was before to add some structure to it and will have a wooden treatment
  - i. The panel at the bottom of the window will likely be about 18 inches from the top of the platform to the opening
  - ii. This will all be tested during the window jump test

#### 2. Door Placement

- a. The door will need to stay on the deck level for the production due to having blocking already set
- b. There is the possibility of taking the arena door and shaving off some of the base as it does not need to be as big as it is
  - i. The arena door is not as fast moving or easily moveable
  - ii. If it is on proper skids then it could slide on and off more easily

#### 3. The hotel sign will have to be some sort of plexiglass over the light box in order to light the letters from the inside

- a. The depth of the light box will be based on how much space lighting needs
  - i. The 3 inch depth currently drafted should work for what we need
- b. We will have to do some testing when we return from spring break to see how it

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- is all going to work
- Please reach out to Lighting to set up a time to meet regarding the lighting of the fireplace and how that may work

### LIGHTING

- The hotel sign will have a layer of plexiglass in order for the light to shine through
  - The inside of the light box is going to be lined with LED tape
  - The goal is to achieve the neon light effect for the sign
  - We will have to do some testing when we return from spring break to see how it is all going to work
  - The inside of the light box can be lined with mylar if needed to help the light reflect more
  - The depth of the light box will be 3 inches
- Linesets 28 and 8 will be available for use for extra electrics
  - Lineset 8 will be used for texture and some backlight for the front of the stage
    - The upstage border is close to lineset 8 so that will be something to be aware of
    - There is no border downstage of lineset 8 and the goal is to possibly see lighting instruments but not battens so that is something to take a look at
  - 28 is likely a necessity for lighting in order to achieve the shadowplay
    - This will also be finalized through the shadowplay test
- Lineset 16 will need to be used for pick points on the windows

### SOUND

- Nothing at this time, thank you!

### COSTUMES/HAIR/MAKEUP

- Thoughts for the Sheriff Costume
  - XXXX is playing the character more feminine
  - Going with a more American Sheriff look with aviators and the khaki shirt to get the audience to recognize the Sheriff as a Sheriff
  - Similar to characters on Law and Order but casual
- On XXXX clown vest there will be a small pocket where she can possibly keep some sort of makeup to touch up as the show goes on or any other funny item within
- There are fitting photos on the drive from XXXXXXXXXXXXXXXX will be added on later this week
- XXXX will be seen after spring break
- Hair and Makeup is currently ventilating fronts and going to move onto styling wigs soon
- Professor Jordans missing little finger will be done on the right hand and will likely be accomplished by bending the little finger down to appear missing

### PROPS

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1. The props pulling process has begun and is going really well!
2. The chairs for the speech part are currently pretty light
3. We are still looking for a podium
4. The cast does not have any food allergies
5. Please review the afternoon fitting schedule and reach out to Krissy regarding a time to discuss some costume props
  - a. Wednesday 3:30-5:00 Krissy is not available due to Dance Showcase work
6. We will be keeping with the stage directions of the blinds in Hannays apartment popping back up and Hannay struggling to keep them down
7. The theatrical firearms used throughout the production should be revolvers
  - a. It can just be one revolver that is passed around throughout the show
  - b. There are plastic ones down in the prop room that can be pulled since they are never going to fire
  - c. There is potentially room to play with the color of the firearms

### **INTIMACY DIRECTOR**

1. Nothing at this time, thank you!

### **PRODUCTION MANAGEMENT**

1. Nothing at this time, thank you!

### **TECHNICAL DIRECTOR**

1. Can we look at the possibility of hanging the hotel sign with a bigger cable in order to help hide the cabling for lighting?
2. The 3 inch depth currently drafted for the hotel sign light box should work for what we need
3. Build is going really well and we are speeding through the build!
4. We are looking good to load in on the Friday after Spring Break

### **PRODUCER**

1. Nothing at this time, thank you!

### **PUBLICITY**

1. Nothing at this time, thank you!

### **STAGE MANAGEMENT**

1. The cast does not have any food allergies within the main cast or understudies
2. Something to be aware of is that the door for the Jordans is in place onstage at the end of Act 1 so we will need to look at how we will be getting that out of the way in order for the grand to fly back in for intermission

## **The 39 Steps Production Meeting Report**

### **ZOOM RECORDING**

[3/3/25 39 Steps Production Meeting Recording](#)

**Next Meeting: Monday, March 17th 2025 4:00pm CST**