

Make Believe Production Meeting Notes



Director: Wes Drummond
Production Manager: Evan Kelly
Technical Director: Aaron Westlund
Stage Manager: Caleb Knudsen



Meeting #8	Date: 4/26	Location: Zoom	Start time: 11:02am	End Time: 11:42am
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Attendance:	Agenda:
Present: Caleb Knudsen, Nick Gosen, Phillip Fazio, Wes Drummond, Evan Kelly, Aaron Westlund, Hannah Baldus, Kendra Carlson, Patrick Mulcahy, Erin Muhs Late: None Absent: None	<ul style="list-style-type: none"> Area Updates

General Notes
<ul style="list-style-type: none"> Designer run Monday May 9th with a 7:30pm go <ul style="list-style-type: none"> Production meeting to follow run Booking cues Wednesday May 11th at 9:30am in the Underground

Covid 19 Safety
<ol style="list-style-type: none"> Draft email to send for covid testing requirements SM will send out to cast

Director
No new notes, thank you!

Props
<ol style="list-style-type: none"> Can we make fake chicken Get Oscar Meyers hot dogs Generic brand bacon They do not make chef boyardee o's <ol style="list-style-type: none"> Will try and print a label For Babs it is easier to make the hair darker <ol style="list-style-type: none"> Take the hair from the one doll and use it on the other Will wait to see what the herbal cigarettes are like for <i>Anna Frank</i> and if they work well, we will buy those Can we get a rehearsal water bottle For the Wine we will make a label or find a different bottle The Bluetooth earpiece and one of the phones has gone missing the SM will look for them

Sound
<ol style="list-style-type: none"> Has a master list compiled for who and what is needed for the recording of the cues <ol style="list-style-type: none"> Will work to get the recordings scheduled

Scenic
<ol style="list-style-type: none"> The inside of the fort needs to be as empty as possible to allow for ease of entry Will look for kids table options this weekend if cannot find one will go with the meanders option

Lighting
<ol style="list-style-type: none"> The Tv has light in it

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2. The backlight for the window will be placed so that it will minimize being in the way of the cross over
3. There will be small lights in the fort
4. Mary brought over the star lights from Renegade they are in the dressing room

Costumes

1. Can young Kate have bracelet
2. There are shoe options for Adult Addie in the dressing room
3. Wes spoken on changes form the photo shoot

Hair/Makeup

No new notes, thank you!

Production Management

1. Will try the smoking in tech
2. Will take the unneeded props from the dressing room
 - a. We will make clear the props that are not needed and denote them in the report

Stage Management

1. See Covid 19 Safety note 2
2. See Production Management note 2

Front of House/Marketing/Publicity

1. Publicity photos went well!