

16 Winters

Production Meeting Notes

2.23.24 | 10:00am-10:55am



Attendance

D. Acquavella, R. Bates, J. Beaulieu, C. Berardi, E. Cahill, N. Cerra, E. Chilson, D. Colfer, K. Copping, M. Dandino, H. Demello, R. Devereaux-Murray, D. Estabrooks, J. Feder, N. Ferney, E. Goldberg, M. Hamilton, H. Hart, K. Knutson, A. Levy, C. Moore, J. Nickerson, D. Norris, B. Pieroth, S. Pinkney, D. Schell, I. Sonnabend, L. Sosa Lopez, L. Stecconi, T. Sullivan, S. Swetlow, R. Tse, S. Weinhardt, J. Williams, O. Worner

[Mini Gantt Chart](#)

[ES Assignment Chart](#)

[ES Website](#)

[Google Drive](#)

[Google Calendar](#)

[Meeting Recording](#)

Scenic:

- Luciana is curious about the tech schedule to see if there is enough time to focus on set dressing and the many props.
- Kristin said the trees are up but they look a little naked right now. Today they are going to rig the practicals today and work on adding fullness to the trees as much as possible before focus tomorrow.
- Eli asked if there was a time that he could stop by today to look at the set before focus.
 - Kristin said anytime before 3 (quiet time) works great.

Props:

- Ryan will drop off some things for the SM team today that they have been waiting on.
- He is also going to add the board under the couch cushions today.
- Ryan asked a question about the berries and trail mix. He knows that it is not consumable but he asked if any of it comes out of the bag?
 - Kayla said it does not and that the bag is just handed to the other actor.
- Ryan has found another floor lamp that is similar to the previous option he proposed. He asked why the previous lamp shape didn't work?

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- Kayla said they think that it was because it was incorporated later in the rehearsal process.
 - Lu asked if it was an aesthetic concern or a practical concern?
 - Esther said that she assumes that it is not the aesthetic but the element itself.
 - They will continue talking about this with Aneesha at a later date.

Costumes:

- David said they are going to finish up some shopping today.
- David asked how getting fittings rescheduled was going?
 - Nona said they will be rescheduling them later today now that they have their paper notes nearby.
- David asked if the shoes for Madeline worked out at yesterday's rehearsal?
 - Nona said that they fit and she seemed happy with them.
- Becky wanted to check in about if the en/ex plot in the drive was based off the most recent version of the script?
 - Nona said that they will be working on solidifying it during tonight's run through but that it is mostly updated.

Lighting:

- Eli said that focus is tomorrow and that he will be coming in to see scenic's progress thus far.
- Dylan said that they are ready for focus tomorrow!

Sound:

- Matt is getting ready for quiet time later today.
- Matt is also thinking about asking Taj to record a guitar song for the end of the show.
- Jo said that quiet time is happening later today but otherwise nothing for the group.

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Company Management:

- Halle reminded everyone that they still have the ability to reserve their comps and to check the website ASAP to make sure your name and bio is correct.

General Management:

- David expressed much gratitude for what everyone is doing, especially considering the fact that this slot opens on a Sunday afternoon.
- Josh said to be on the lookout for an email asking about things to tell front of house.
- He will also be inquiring about sensory/content advisories and late seating information.
 - He wanted the SM team to be aware that OA's team needs to know this information by Friday morning.
- Josh also reminded us that Craig Bailey will be in for the final dress.
 - If there is a different curtain time than 8pm, please let Josh know.

Artistic Direction:

- Annie said it was really great to be in the room on Wednesday.
- She officially let Esther know that she will be there for designer run and to save her a chair if there is one.
- They said it is going to be an amazing show!

Stage Management:

- Esther reminded us that the designer run is at 3:30 on Saturday, February 24th in Studio 7.
 - She reminded us to let her know if you are planning on coming so that they can save you a seat!
- Esther let us know that a new pdf of the whole script is now in the drive so that everyone is on the same page.
- Esther shared the tech schedule with the group.
 - David asked what the strike plan is for the show?

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- Esther said that the SM team will likely do their strike the night of the show and that cast and crew are not being asked to attend strike.

Production Supervision:

- Jamie said that we have had a great first week of load in!

Playwright:

- Mary is very grateful to the group for bearing with her through all of the script changes.
- She thinks that this has been a wonderful process so far!

Thank you!
Jamie, Susan, and Oliver <3