

SAXON STAGE ON CUE

**General Membership Meeting
February 16, 2010, 5:30 pm
Theatre Arts Lab, Room 101**

Agenda

The February meeting of Saxon Stage on Cue (SSOC) was called to order by Una Higgins, President.

Treasurer's Report

Receipts:

\$6,540.00 - Donations
\$1,540.00 - Spirit Wear Sales
\$1,341.37 - Car Wash
\$705.00 - Time's Square CD Sales
\$288.00 - Donations from Time's Square
\$135.66 - Miscellaneous

Expenditures:

\$435.00 - Corporate Set-up Expenses
\$87.04 - Checks/Deposit Slip Costs
\$963.00 - Spirit Wear
\$314.42 - Website Expenses
\$282.45 - Time's Square Cast/Crew Luncheon
\$2,840.00 - Microphone for Time's Square
\$56.95 - Textbooks
\$659.38 - Other Expenses for Time's Square

Total Receipts: \$10,550.03

Total Expenditures: \$5,638.24

Balance: \$4,911.79

The Treasurer's Report was presented. Allocations approved in Dec. are pending.

Fundraising Allocations Update

Ms. Jaffe has ordered some of the new equipment SSOC is funding – cameras, and ghost light. M. Coar has donated a converter for VHS to DVD for current use. Ms. Jaffe will be submitting invoices to SSOC for payment.

Tim Higgins suggested identifying and ordering equipment in May for next school year's theatre needs.

Time's Square 2090 Follow-Up

The master DVD of Time's Square 2090 is being edited and re-worked to produce better video and audio quality. A final copy for production should be ready in the next few weeks. Families and students who ordered copies have been duly notified. Release date is pending. We appreciate everyone's patience. A refund may be forthcoming.

Deadwood Dick

1. Volunteers/Committees: Una sent around a volunteer sign-up sheet. Committee chair positions and volunteers have to be re-established each production. Two new committees are being added (a) Ticket Sales Committee and (b) T-Shirt Committee. Jaffe wants a parent volunteer to oversee ticket sales during student lunch hours. Volunteer needs will also be solicited via cast/crew e-mail distribution and weekly TWITA announcements.
2. Rehearsal Lunch: Note that 50 actors and 10-15 crew members are part of this show.
3. Cast/Crew Participation Fee: Una asked whether anyone was opposed to a \$25 participation fee and there was no opposition. This fee would include food and t-shirt costs. Tim suggested on-line payments and the group agreed. Members agreed that Reston Art & Graphics should be the T-shirt vendor.
4. Advertising: Betsy Hubbell will handle ordering and putting up signs. Phyliss will ask student Wes Brandt to handle advertising the performances on the "Saxon Scroll" LHS television screens.
5. Costumes: Ms. Jaffe feels this committee is a top priority and needs a Chairperson and volunteers to organize and/or rent costumes, etc.
6. Set Construction: Wendy Mueller passed around a sketch of the set and discussed the particulars.

7. Rehearsals: Due to the snowdays, Phyliss announced that rehearsals will “unofficially” begin at 2:30 instead of 3:00. Participants are expected to start at 2:30 unless they have academic responsibilities after school.

8. Pyramid Performance: Phyliss indicated the show is appropriate for all ages but we should procure audiences from 3rd grade and up. This performance will run from 10 am until noon on Tues. March 16.

February Special Events

Phyliss will speak to the students about whether or not to schedule the Retro Coffee House performance on Saturday, February 27th. The group discussed SSOC providing soda, hot chocolate, coffee, etc or the possibility of having Greenberry’s cater. There was a discussion whether the LHS cafeteria manager needs to be involved. Guests would pay at the door. If this performance occurs, we will need volunteers and could also ask the Theatre Honor Society to assist.

-Also, the student video festival will be rescheduled.

Important Dates

- (1) Next SSOC meeting-Tuesday, March 2, 2010, 6:00 pm, Room 101.
- (2) Next Set Construction-Sunday, February 21, 9:30 am-3:00 pm
- (3) Future Set Construction Dates:
Saturday, February 27; Saturday, March 6; Saturday, March 13
- (4) London Trip Informational Meeting - Wed., February 24, 5:30 pm, Room 101
- (5) Retro Coffee House Performance-Saturday, February 27, 7:30 pm, Cafeteria (tentative)
- (6) London Trip-Departure Wednesday, March 24

Miscellaneous

Una noted that Treasurer, Jane Haltmaier, sent acknowledgement/receipt letters to SSOC donors.

-Weekly “This Week in Theatre Arts” announcements are going out, as per routine.

- Mon. Feb. 22 after school, THS yearbook photo re-take, Room 101.

Adjournment

The meeting was adjourned at 6:30 pm.

In Attendance: Una Higgins, Phyliss Jaffe, Risa Sanders, Sheryl Callahan, Wendy Mueller, Matt Korn, Jim Worm, Cori Johnson, Tim Higgins, Linda DaRocha, Kate DaRocha (Theatre Honor Society Student President) and Angela Lichtenstein.