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**General:**

1. Thank you to the folks who made it to the meeting despite inclement weather! If you couldn't attend the meeting, please check in with the members on your team who did attend.

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**Director:**

1. This is a reminder about the props meeting happening in Scott L's office at 4:30p on Monday, 2/8.
2. Please see Scenic Note #4.

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**Scenic:**

1. Sewer drop is scheduled to be done by Friday, 2/12.
2. Please be in contact with Costumes and Lighting to get them a sample of the floor.
3. Please be in contact with Lighting to get them paint samples.
4. The topic of breasting the Hot Box curtains to allow more room for dancing was discussed. This would mean the NYC ground row and Times Square tower would be exposed. A solution that is being explored is getting a black traveler to cover the NYC ground row and Times Square tower.

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**Lighting:**

1. Please be in contact with Ron to schedule a time to go to the warehouse and look at the practicals inventory.
2. MEs—please let Production Management know what you're anticipating your radio needs to be for load in, tech and performance. Thank you!
3. Please see Scenic Note #4.

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**Costumes:**

1. Wigs are coming along!
2. Please see Sound Note #1.
3. Please see Scenic Note #2.

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**Props:**

1. Connor is working on making the rehearsal drum splinter-free.
2. If the rehearsal drum gets fully refurbished, it could be the final drum.
3. Reminder about the props meeting happening in Scott L's office at 4:30p on Monday, 2/8.
4. Please see Lighting Note #1.

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**Sound:**

1. Please reach out to Costumes to schedule a time to meet and talk about hats, wigs, hair and mics, anytime before spring break. Please let Production Management know if you would like any assistance scheduling this meeting or securing a space to meet.
2. Monitors will be set up in the House Left and House Right positions for orchestra.

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**Production Management:**

1. Please see Sound Note #1, Scenic Note #4, and Prop Note #3.

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**Stage Management:**

1. Please send the Hot Box choreography videos to the Scenic & Lighting teams. Thank you!
2. Please see Director Note #1.

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**General Management:**

1. No notes at this time, thank you!

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**Company Management:**

1. No notes at this time, thank you!