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**General:**

1. There is a weather threat on Sunday and Monday.
2. Blocking is almost complete for the entire show.
3. Alicia Bettano will be reaching out to departments for content for marketing.
4. Tickets in the orchestra are selling quickly, so buy tickets soon!

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**Director:**

1. No notes at this time, thanks!

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**Scenic:**

1. The ladder on the fire escape unit is going to be a fly cue.
2. Can the Mission benches be afixed to the pallets?

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**Lighting:**

1. The final order has been submitted to Christie Lites.
2. Master Electrician Finals have been uploaded to the dropbox.
3. Scott and Taylor will coordinate a time with costume shop to explore the racks on either Monday or Tuesday

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**Costumes:**

1. Uniforms are in and about half have been fitted already (more fittings will be scheduled for next week).
2. Two understudies have been selected for Havana scene, but do not need any additional costumes.
3. Anthony Z. can conceal the gun however works best.
4. Need a scanner and an inkjet printer to print belts for Hot Box and some Havana dresses- possibly use the printer in 1010 or in shop office.
5. Please see Lighting Note #3.
6. Please see Props Note #4.

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**Props:**

1. Will be meeting with scenic in props shop following the meeting.
2. The desk does not need to be reinforced.
3. 4 Mission benches have been built. 2 of them will work for performances, 2 will be rebuilt.
4. There will be a short poncho for Adalaide with props in it - will bring fabric example to costume shop.
5. Please see Scenic Note #2.

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**Sound:**

1. Elizabeth is putting together a survey for cast about allergies - will send this to Lina to distribute.
2. What is the strings breakdown in the pit?
3. One-sided earpieces will be used for men and a couple of women.
4. Scott and Elizabeth will find a time to run through sound effects - Elizabeth will send Scott her availability.
5. Elizabeth will start attending rehearsals next week - will need a small table in the room.
6. There is a lot of ad libbing throughout the show - mics don't need to be "hot" for these lines.
7. Charlie is working on comm plot.
8. There will be a microphone available for the MTS award (in front of the main rag at 7:55p).

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**Production Management:**

1. ME/PSE Finals were due 3/17.
2. What time will the load-in meeting be next week?
3. Please see Lighting Note #1, #2, #3.
4. Please see Costume Note #4.
5. Please see Sound Note #4.
6. Please see General Management Note #5.

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**Stage Management:**

1. Please notify departments when a date for a stumble through has been decided upon.
2. Please see Costume Note #3.
3. Please see Prop Note #2.
4. Please see Sound Note #1, #5, #7 and #8.

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**General Management:**

1. We will be renting real chimes - cost will be covered by Orchestra.
2. Orchestra rehearsal on 4/7 will be on Paramount Mainstage - instruments needs to come back to Tufte following rehearsal.
3. Instruments will be moved on 4/11.
4. Would like to drop off drum kit on 3/29, but there is no where to safely store it.
5. Will the Sitzprobe (4/6) be in the Greene?
6. We will not be selling to top section of the balcony.
7. Please see sound note #2.

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**Company Management:**

1. MTS Award will be presented at 7:55p in front of the main rag on either the Thursday or Friday night performance.
2. See Costume Note #2.