



PRODUCTION MEETING NOTES

TODAY'S PRODUCTION MEETING:	NEXT PRODUCTION MEETING:
GENERAL MEETING 11:00am - 12:00pm in the Greene Theater	DESIGN PRESENTATIONS: 11/20 11:15am - 12:15pm in Studio 7

MEETING SUMMARY / GENERAL NEED-TO-KNOWs

Today we had a general all-department meeting, in which we discussed the updated scenic plans, details that need to be hammered out between props and costumes, and changes to the performance times as determined by general management due to the run time of the show.

We will now be having 7:30pm TOS times for evening performances and 1:30pm TOS times for matinee performances.

SCENIC:

1. The two traps will now be one 3' by 1.5' trap that goes up, and one 3' by 3' trap that goes up and down.
2. We will be in discussion about the height of the USL stairs -- between 6ft and 8ft.
3. We will be testing the twin wall material soon with lighting when we get a sample and LEDs.

COSTUMES:

1. The final sketches are now in the dropbox.
2. We will be making a mock up of the hump for Susannah (Richard) to work with over winter break.
3. There will need to be a meeting with props regarding the back brace and scabbards/weapons.
4. There will be blood in the Clarence scene that gets on Murderer #2 also, and strawberries will be eaten by Hastings, Buckingham, Stanley, Ratcliffe, Richard, & Catesby (pending Maureen's request)
5. We will ask the cast this week who would be okay to cut or dye their hair for the show.

LIGHTING:

1. We are hoping to light the twin wall from top and bottom with LEDs, and have already been in discussion with Nicole about what is in stock to use and pricing.
2. We will be testing the twin wall with lighting once we decide on the material that is going to be used.

SOUND:

1. No updates at this time.

*Please contact Charlotte Morrill, stage manager, with any questions or concerns.
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PROPS:

1. We had a very successful prop meeting this morning.
2. See costume note #3.
3. Stage management will be scheduling a time to make a cast of Susannah's body for the back brace
4. We will be using our standard blood mix for the Clarence stabbing moment and the corpse.
5. We will have stock pictures and a weapon rehearsal with Ted and props post winter break.

DRAMATURGY:

1. No updates at this time.

GENERAL MANAGEMENT:

1. The curtain times are in the process of being changed to be a half hour earlier.
2. Ingrid Oslund will be giving stage management the children's schedules to find times for them to measured for and fit into costumes.

PRODUCTION MANAGEMENT:

1. No updates at this time.