



**RICHARD III**

**PRODUCTION MEETING NOTES**

<b>TODAY'S PRODUCTION MEETING:</b>	<b>NEXT PRODUCTION MEETING:</b>
DESIGN PRESENTATIONS - 11/20 11:15am - 12:15pm in Tuft 1114	GENERAL MEETING - 12/11 11:30am - 12:00pm in The Greene

**MEETING SUMMARY / GENERAL NEED-TO-KNOWs**

Today we had design presentations from scenic, costumes, and lighting. We especially looked at the updated to the scenic groundplan and levels that had changed with the budget constraints. We also discussed the updates on weapons with Ted Hewlett and scheduled a props/weapons meeting with Ron, Ted, and Maureen for 2:45pm in the scene shop on Monday the 23rd.

**SCENIC:**

1. The staircase is now 11 steps at 6 1/2 feet (down from 15 steps at 8 ft).
2. There will be a steel-like paint treatment on the spider legs and the fasteners of the twin wall.

**COSTUMES:**

1. We will be working on the weapons with props. Someone from stage management will send notes after the meeting on Monday.
2. When are you free weekly to have a meeting with Maureen about hair? We would love to get one before winter break if possible so the cast knows how to maintain their hair over break.

**LIGHTING:**

1. We've realized that the twin wall can get a number of reflections and isolated moments out of the twin wall with our lights, and we will be using this to make the kind of contemporary spiderweb.
2. The 21st of January is the absolute latest we can send to the shop.

**SOUND:**

1. We will be taking the deadlines off the table for now to allow you to come down from Tulane and for Maureen to focus on her extremely booked week--but we look forward to meeting prior to winter break! The AD, Ingrid, has a sound plot that stage management will be sending for your reference.
2. We are hoping to have the presentation to the cast on January 11th, pending Maureen's schedule.

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



## **PRODUCTION MEETING NOTES**

### **PROPS:**

1. We will be meeting at 2:45pm on Monday in the scene shop with Ted and Maureen to discuss the weapons in the show.
2. Susannah has confirmed that 12pm on Tuesday works for her, so she will meet you on the 2nd floor of Tufte at that time.

### **DRAMATURGY:**

1. No updates at this time.

### **GENERAL MANAGEMENT:**

1. No updates at this time.

### **PRODUCTION MANAGEMENT:**

1. Could we schedule a time this week to go into the Semel with scenic and Maureen and look at the placement of spider legs?
2. After thanksgiving, we would like to schedule a preliminary sound meeting with Maureen and Elizabeth so we can all be on the same page with where sound is heading before winter break. We are hoping to have the sound design presentation to the cast on January 11th.