



Emerson Stage | Courtney O'Connor

Production Meeting: 8

Start: 11:00am on the dot

Date: September 16, 2016

End: 10:48am

In Attendance: Alexis Ellis-Alvarez, Elizabeth Cahill, Brian Choinski, Keith Cornelius, Bree Dagdagan, Rachael Dahl, Ron DeMarco, Richelle Devereaux-Murray, Annie Du Boulay, Arshan Gailus, Nadine Grant, Junior Johnson, Daniel Johnson-Carter, Elizabeth Kamla, Jessica Kemp, Deb Krasa, Justin Kobylt, Vincent Laino, Erin Lurch, Elmer Martinez, Alta Lewis Millard, Courtney O'Connor, Marta Sarrion Arrúe, Abby Shenker, Maddie St. Amour, Timothy Sullivan, Sam Swagert, Reagan White

Next Production Meeting: 10:30p-11p on Friday, September 23, 2016 in the Greene after our Level Set/Shift Rehearsal.

GENERAL

- 1) It is an M&Ms and Diet Coke for breakfast kind of morning.
- 2) Courtney continues to thank everyone responsible for being able to rehearse in the space. It has allowed the rehearsal room to anticipate and solve problems prior to jumping into tech.
- 3) Courtney
- 4) The rehearsal room is in a good place. Actors need to continue working on line memorization and the next week prior to tech will consist of focusing on the text, music, and timing of the story.
- 5) Courtney doesn't know if everyone realizes this, but "Surprise! We're doing a musical." Our story is a "beast of a show," and thank you for your patience as we go day to day.
- 6) **The next run through is schedule for Sunday evening. Please look at Sunday's daily call for more details.**
- 7) Stair Light: Keith and David Colfer brought this to light (get it?): Although the set is replicating the Greene house, there is emergency lighting on the side walls. Audience members need to clearly be able to see the stairs ascending and descending. Annie informed us that we aren't going completely dark in the space, but we also brainstormed power outage solutions for the play space seating. Perhaps assign ASMs/crew members with flashlights to help audience members? Thanks for bringing up this potential problem!
- 8) Courtney reminded us that the story tarts with a lived in space and by the end of the show it is bare. She also reminded us that one of the two rows needs to be walkable. Please and thank you!
- 9) **Quiet Time on Friday (09.24) has been extended from 8am-2pm to allow Andy time to tune the piano.**
- 10) Spacing Rehearsal (if possible): If there is time for actors to be in the space before the Designer Run (which we are still playing by ear), it will be less of a spacing rehearsal since we were able to rehearse in the Greene. It will be more of a "run up these stairs" rehearsal. Courtney and the team will take whatever time they can get for this "spacing rehearsal," even if it's ten minutes or at the Top of Day on Designer Run Thursday.

SCENIC

- 1) Team Scenic is currently prepping and looking forward to load-in.
- 2) Keith and Junior reminded us that most of the distressing of the set with paint will happen on Thursday during the paint call.
- 3) Keith addressed some concerns about fully removing the upstage traveler, since it is a very fragile soft good and may not survive the ride. The bare space is important to Courtney, since the actors use every bit of the space as well as a safety precaution. We concluded Abby and Courtney will discuss different ways to keep the "unused backstage" look and will let Keith know by **Monday, 12noon** about which course of action they'd like to take.
- 4) Chalk Update: Another test will happen again on Monday. This test will be to see what happens to the chalk if you hairspray it and let it set. Will it wash off? We're using the scientific method here (my science teacher would be so proud).

LIGHTING

- 1) Annie's back(!) and she'll be in rehearsal. Courtney would love to have you to talk about lighting's potential in the story telling and to have time to integrate lights with the actors.
- 2) Thank you, Justin, for coming into rehearsals. Would like to talk about potentials. Running out of time to integrate with actors.
- 3) Ghost light: Daniel and Marta working on the ghost light. It is currently living in the prop shop if anyone is looking for it. Annie told us that the ghost light will be on a dimmer.
- 4) The APLS order came in just before our production meeting. Perfect timing!



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COSTUMES

- 1) Everything is good in Costume Land. Courtney is schedule for a rack visit, and Rachael is meeting with Abby.
- 2) Rachael would like to be in touch with Stage Management about taking clothing items to distress.
- 3) Crown Update: Ron told us he wasn't able to find crowns, but he'll continue to look. Once upon a time he had a base for a plant stand that looks like a crown. Courtney encouraged us to head (get it?) in that direction. What can we use to give us an *idea* of a crown without being exact and in your face about it?
- 4) Thank you for giving the rehearsal room all of the shoes and noisy jackets! Because of this, some actors are already anticipating shoe troubles before we get into tech, which is helpful.

PROPS

- 1) Props are in a pretty good place as well.
- 2) Ron has order the Robin Hood coins. Ordered a make it yourself stamp. That or printed label. That's fine! Just not actual coins. Stamp not necessary – don't spend a lot of time or resources. Nice, but se la vie.
- 3) Marta delivered the new life jacket (aka the baby). Courtney says the actors are going to freak, but the stiffer, really cute jacket with more straps is going to be a better Michael
- 4) Props are still waiting on some other props to arrive.
- 5) Specific chalk, but White Crayola Standard blackboard chalk size. Slightly softer than what Keith remembers. Thicker one for the circle. Floor will be sidewalk chalk. Check in 4M to see if there's any.
- 6) Thanks for dropping things off as we go along!
- 7) Ron knows a lot of dressing notes are coming, but he is not anticipating expense notes, since he expects to use clutter from the warehouse. Courtney says the notes will most likely be about what lives up in the gal – they love all of the items on the stage.

SOUND

- 1) Elizabeth finishes up her a.r.t. adventure this Sunday and will be back for good. "I'm so excited to see you again!" says Courtney.
- 2) Elizabeth is all set to pick up rental with the Zip Car next weekend. She'll do this after Friday's Quiet Time hours.
- 3) Elizabeth will need a few minutes to work with the singer and their wireless mic the first time we use the mic. Courtney says the mic not be used the whole time, and they'll try to pinpoint the moments the microphone is used during the next run (Sunday 09.18).
- 4) Elizabeth suggested setting aside some time during the spacing rehearsal on Wednesday (if there is time for a spacing rehearsal then) to have a small music check. The space will have more items to absorb sound and music will react differently in the space.
- 5) Courtney and Elizabeth will meet about the one more big song.
- 6) Elizabeth talked to OA about moving board. They say it's okay to do, and the cables will run out of the window, leaving the booth window slightly open.
- 7) Vinny double checked with Production Management about radios and comm. **Radios are now in the Greene Booth and Lightweight Comms are in Tim's office.**

DRAMATURGY

- 1) Please be sure to send your Dramaturgy Notes to Courtney prior to sending them to Jaelyn for the program for Tuesday (9/20).

STAGE MANAGEMENT

- 1) Elizabeth was wondering if there could be time set aside for her to teach Jane how to play the accordion? Even just a chord or two?
- 2) Alta, please see Sound #6.
- 3) Please not go to Studio 5. Gone ahead and book Studio 7. Hopefully at midnight tonight we can reserve the rest of the day.
- 4) Still keep Studio 5 open.
- 5) Sidebar with PM really need the gal clear. Do whatever we need to get it clear. Do NOT want L flats can find space in the 5th floor dressing room. There are options.
- 6) Please see General Management #3. Perhaps put the crew in the house during a run and have them be hesitant/refusing audience members?
- 7) If you haven't yet, please add Junior Johnson to your distro list!



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PRODUCTION MANAGEMENT

- 1) Please be in touch with Vinny about comm and radios.
- 2) Talk to Stage Management, Keith, and Daniel about back hallway prop storage, and what room they need for Sunday and Monday's load-in.

GENERAL/COMPANY MANAGEMENT

- 1) Please see Dramaturgy #1.
- 2) We are currently on version 4 of program and have changed formatting and font after talking to Courtney (the publishing goddess).
- 3) David informed us that they are not revealing the play space seating up front. As a result, House Management needs to know the specific kills in the house so they can keep a balance in the house.
- 4) David encouraged that the actors anticipate and practice audience members not wanting to participate.
- 5) Alta clarified that some of the actors will be in the space at the top of show sleeping and playing cards. Not running and jumping around like *Cuisine and Confessions*, but actors will still start onstage.

OFFICE OF THE ARTS

- 1) See you during load-in!

Thanks much!

Jessica Kemp and Alexis Ellis-Alvarez