

**Sock ‘n’ Buskin Board Meeting**  
**Meeting Minutes January 10th 2021**

<b>Present</b>	<b>Absent</b>
Neve Sugars-Keen	Laney Haugen
Nicoletta Owens	Niheatha Arumugam
Lauren McLaughlin	
Grace Smith	
Rachel Stanley	
Arianna Fuke	
Natascha Sekerinski	
Tyreike Reid	

**Motion to Open**

First: Lauren

Second: Neve

**Meeting Begins**

**Round Table Board Updates**

**Treasurer: Grace**

- Projection of charging patrons versus giving them the option to pay for AIIT
  - Thinks we should leave it as an option as a “show of faith” for the community and we are already saving costs
- Projected to make between \$1000-1200 from AIIT
- Will contact Concord Floral team about reimbursement forms

**Events and Accessibility: Niheatha & Laney (done by Neve)**

- Trivia event went well (good turnout)
- Planned ice skating event for late January but this may have to be rethought or supplemented with an alternative
  - Don’t trust the date for this in the doc as it will likely be changed

**Marketing**

- **Social Media: Ty**

- merch contest closing today
- cast list for concord to go out shortly
- AIIT getting actor bio forms today

**- Graphics: Lauren**

- think about headshots for AIIT
- concord cast list template is set up and ready
- Moving things over to Canva
- a few AIIT poster mock ups came in from Bromley
- Working on playbill for AIIT

**- Internal Coordinator: Arianna**

- Pushing newsletter back to the end of January
- Include info about AIIT ticket purchasing and Concord cast

**- Outreach: Nicoletta**

- mailchimp volunteer list finishing up
- AIIT interview for the blog this month
- send out emails for reviewers and media coverage for AIIT in the next couple of days to give them some time to send it out to their teams

**Webmaster: Rachel**

- New website host sent by ADs is good because they offer free website transfer
- Website hoping to be back up and running this week

**Production Coordinator: Natascha and Neve**

- Figuring out logistics for AIIT
- Sending out production form to Ty for Concord shortly

**External Coordinator: Arianna and Nicoletta**

- Arianna handling emailing volunteers
- Nicoletta doing volunteer feedback forms and email list

**Artistic Directors: Natascha and Neve**

- Keep checking Teams and react to the post to show you've seen it
- Feedback forms showed that we just need increased communication
- Will start posting weekly updates of everyone's tasks to smooth this over
- Use your subgroup chats
- Might be fun to offer a few SnB hangout sessions where people can just come and chat
  - Experimenting to gauge interest in this
  - This can be chill and informal sessions
- Reapplication forms due Jan. 17th
- Pick a time for AD elections (currently Feb. 8th in the evening)
  - Tentative start time 8:30 pm
  - Decide whether or not to get application to record their speeches as opposed to doing them during the meeting
  - Merch contest- board rankings due Wednesday

**Production Updates**

**All in the Timing-**

- Logistics are the biggest challenge for the show at this point
- Tickets are going to be sold through ShowTix4you
- New cast member filling a role
- Design and costumes going well

### **Concord Floral**

- Auditions happened yesterday and went very well
- Lots of video submission auditions
- Callbacks this afternoon
- Just waiting on COVID situation to get a venue and make a decision (date for this Feb. 15th)
- Updated the production and cast contracts to include COVID guidelines for if we move forward with in person
- Equity Coordinator- Grace

### **Open Forum**

#### **Motion to Close**

First: Lauren

Second: Rachel

#### **Meeting Adjourned**