



SOCK 'N' BUSKIN BOARD MEETING MINUTES

Sunday March 27th, 2022

**Meeting Chaired by:
Gabbie Cruz, Events & Accessibility**

**Prepared by:
Andrea Makris, Webmaster**

Sock 'n' Buskin General Board Meeting

Sock ‘n’ Buskin General Board Meeting Minutes

Sunday, March 27th, 2022

- Meeting Minutes -

Meeting Attendance – Sunday, March 27th, 2022		
Position	Councillor	Attendance Status
Artistic Director	Neve Sugars-Keen	Present
Artistic Director	Natascha Sekerinski	Present
Treasurer	Grace Smith	Present
External Coordinator	Martina Peterson	Present
Internal Coordinator	Arianna Fuke	Present
Graphics Coordinator	Lauren McLaughlin	Present
Production Coordinator	Josiah McLellan	Absent
Events and Accessibility	Gabbie Cruz	Present
Social Media Coordinator	Julienne Espiritu	Absent
Webmaster	Andrea Makris	Present

General Board Member Attendance	
Billy Mott	
Levi Nabe	

Motion to Open

First: Andrea Makris

Second: Gabbie Cruz

- Meeting Begins -

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Round Table Board Updates

Webmaster: Andrea Makris

- Update today's board meeting minutes
- Closing down the ticket website for Anne and creating ticketing page for Earnest
 - Providing priority to those who bought their tickets first and the family members of the actors

Treasurer: Grace Smith

- Reimbursements are up-to date
- Check in with earnest cast for re-imbursements
- Call the storage locker and see if we can get the set pieces moved in to

Events and Accessibility: Gabbie Cruz

- Reaching out to the catering company
- Sending out emails for RSVP
- Getting the decorations – Hollywood themed night
- Communicating with the catering after attendance forms have been submitted
- Willies' location has been confirmed at 111 Champagne Ave S

Social Media: Julienne Espiritu

- Need to promo for willies and earnest on Instagram

Graphics: Lauren McLaughlin

- Creating graphics for earnest and the willies to post on the Instagram, Facebook, etc.

Internal Coordinator: Arianna Fuke

- Massive clean out of the email

Production Coordinator: Josiah McClellan

- Keeping the storage locker and moving items into the locker and clearing out the production room
- Most of the Anne set is being kept in Natascha's garage

External Coordinator: Martina Peterson

- No new updates
- Anne went really well in terms of volunteers

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Artistic Director Updates: Natascha Sekerinski and Neve Sugars-Keen

- Ordered a modem for internet for the POS system for ticketing system

Production Updates

- Anne
 - Show went well – we have closed the show
 - Roll out feedback forms soon
- Earnest
 - Potential recording of the show
 - Potential shows on Thursday and Friday
 - Very limited seating
 - Get the roll out of the confirmation from the cast
 - Do not want to push the show into exam season

Open Forum

- Constitution review:
 - Article 4: *Membership*
 - Article 4.3 - General Membership may be granted to non-students with the written or verbal permission of SnB's Artistic Directors.
 - **Notion: Passed**
 - Article 5: *Executive*
 - Additional Executive positions may be granted (at the discretion of the Co-Artistic Directors and Board Members)
 - **Notion: Passed**
 - Article 7: *Elections*
 - Article 7.3 – At the end of each academic year, all board members with the intent of returning to the board must submit a reapplication form for the following year. These can be accepted or rejected at the discretion of the Co-Artistic Directors.
 - **Notion: Passed**
 - Article 10: *Bylaws*
 - Additional guidelines for the functioning of SnB could be created in the form of the Bylaws of Sock 'n' Buskin Theatre Company
 - **Notion: Passed**
 - Article 12: *Sensitive Content*
 - Course -> coarse
 - **Notion: Passed**
 - Article 13: *Sexual Assault/Harassment*
 - Ongoing revisions necessary
 - **Notion: Passed**

Round Table Discussion

- Potential Honorarium for Artistic Directors
 - Exact amount undetermined
 - Requires more thought and discussion by previous board members

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Motion to Close

First: Lauren McLaughlin

Second: Neve Sugars-Keen and Natascha Sekerinski

- Meeting Adjourned -