

**University of Michigan
Gilbert and Sullivan Society
Executive Board Meeting Agenda
Sunday, 1/19
12 noon STAC**

Roll Call: Asher, Anastasia, Stephan, Caitlin, Mackenzie, Audrey, Lori
Reading and Approval of the previous meeting's minutes

President

Last Week

- Move in on Sunday
- Email Arts at Umich - Passport to the Arts
- Athletic Conflicts

This Week

- What email lists should we ask for benefit concert
 - Accompanists
 - Mackenzie will ask organist from church
 - Email to last three shows (Gondoliers, Yeomen, Pinafore)
 - Do today 1/19
- Eric and Beth's email about MD leads
 - Eric Lofstrom
 - Chris Kendall
 - Asher to follow up
 - Beth sent leads
- Follow up with lighting designer
- See if we can get diag board posters back from SOAS
- Pick up Welcome Packet from Lori

Vice President

Last Week

- Signed people up for auditions
- Sent out instrumentalist interests to Ezra
- Sent Email to prodstaff -- never heard back from anyone
 - Is the schedule set yet? Not yet
- Emailed Mark and cancelled Sunday space for today

This Week

- Follow-up on Welcome Party date coinciding with cast schedule
- Speak with Mark about STAC space confusion
- Pie party
 - Homemade pies - no contest component
 - Usually buy Costco Chicken Pot Pies
 - Lori will sometimes make quiches

- Can bring board games or other entertainment
- Lee would be a good person to ask to host

Treasurer

Last Week

- Settling up with FUMGASS
- Deposited money
- Finished budget for Pinafore
 - Saved on Box

This Week

- Reconciling charge from Cottage Inn that is dated on Christmas Eve
 - Determined this was from the cast party; verify with receipt / update budget
- T-shirt money

Secretary

Last Week

- Auditions documents
- Pinafore email lists
- Master conflict calendar

This Week

- Verify totality of ticket types and ticket schedule with MUTO

Program Editor

Last Week

- Put together the bio sheets and ads

This Week

- In between shows, activities
 - Period baked goods
 - Can ask cast members to bring something and have it count as a tech hour
 - Singers
 - Dancing
 - Photo cut-out board
 - A coloring page! I talked to Megan about making one, and will follow up

Company Promoter

Last Week

- Submitted smoker ad
 - Stephan will take care of payment
 - Working with Megan for graphics

This Week

- Coupon Book

- T-shirt money to Stephan
- Working on business cards with Megan
- T-shirts for next semester
 - Do early this semester (think around spring break)
 - Need to order more of the blue “University of Michigan Gilbert & Sullivan Society”
 - Order more of the large and extra - large for both show shirts and the UMGASS shirts

Ticket Manager

Last Week

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This Week

- Switch Ticket Vendor?
 - All are in favor; Caitlin will notify Natalie Hensel
 - Cast tickets can be pre-purchased - Asher can work on this

Overall

- Positions still needed
 - Cast members needed:
 - Ralph (Tenor)
 - Anastasia can ask around -- ask Megan
 - Audrey asked a friend
 - Two more men needed
 - Audrey asked Fred
 - Andrew Helman possibly interested
 - Stage Manager - Lori
 - Props - Alex Duncan
 - Lighting - needs confirmed
 - Backstage - Anastasia might be able to help
 - Hair / Makeup
 - Ask Laurel - Mackenzie can ask
 - Supertitles - will need
 - Lightboard operator - ask Dexter

Adjournment