

**University of Michigan
Gilbert and Sullivan Society
Executive Board Meeting Agenda
Sunday, September 15, 2019
1pm STAC**

Roll Call:

Reading and Approval of the previous meeting's minutes

CoPro interview w/ Mackenzie

- History with the group: in Iolanthe her Freshman year, fell in love with Gilbert and Sullivan group, appreciates the people and the opportunity the shows present
- Why interested in being company promoter? She would like more people to know more about the shows and get more people involved. Thinks it is a great company and wants it to be promoted more so more people can know about it
- Specific ideas on how to do so? She thinks we can be doing more social media, such starting a Twitter
- Question: what is Cozy Corner? It is our merchandise table, company promoter is responsible for finding volunteers
- Question: responsible for designing the t shirts? Just responsible for taking designer

Vote on CoPro

- 4 ayes, Mackenzie is the new Company Promoter

Delegate responsibilities in By-Laws not currently assigned

President

Last Week

- Auditions
- Banner and Diag Boards

This Week

- Talk with Cristina about Ticket Manager
- Bus Signs?
 - Natan recommended bus signs last year. There is a 10% discount on doing all three of diag banner, bus signs, and diag board
 - 1 week of an 8 by 5 sign (set of 30 signs) costs \$17
 - We think doing the week of and week before would be good if those weeks are available



Vice President

Last Week

- Emailed Mark requesting the board room

- Have found that it is best to send an email, then confirm in person with Mark
- Talked with Mark about November 23rd in Sitzprobe in case SMTD is not available
 - There is another group from 2-3PM with drums, so Anastasia talked to David and Ezra about alternative times in the morning. Ezra was not in support of the earlier time
 - We will need to do SMTD building or see if Groove can be rescheduled
- Emailed Didi about prod staff requirement, but hasn't heard back yet

This Week

- Needs to start planning parties. Best way to recruit hosts: will announce in the today's meeting, cast get a tech hour for hosting
- Welcome party
 - Next week would be a good time to host
 - Food restrictions will need to be collected, Anastasia will send an email to cast asking (or Google form, her preference)
 - Short codes can be used to cater from a number of local restaurants
 - In the past, it has been hosted at Allmendinger Park
 - Food, drinks, and party stuff are needed
 - Storage contains a number of party stuff (plates, cups, napkins, etc)
 - Check there first and if needed can purchase more

Treasurer

Last Week

- Put together a budget and sent them out in 9/14 email
 - Where did extra Mendelssohn charges come from last year?
 - Asher look into documentation from last year
- Looked into grants, all look to be synchronized with the financial year, so they wouldn't help with Yeomen (would have had to apply in the spring for Yeomen grants), but would help with future productions

This Week

- How to do Orchestra?
 - Board would like to do a full orchestra, if possible
 - Will come down to what FUMGASS will fund
 - One option is to give Ezra a set budget and he can decide how to use it
- Funding Opportunities
 - MCACA
 - Arts & Cultural Project Minigrants
 - Arts at Michigan Mini Grants
 - Ann Arbor Area Community foundation
 - SOFC (Central Student Government) (<https://www.csg.umich.edu/funding>)
 - Giving Blue Day
 - Asher will look into this
 - SMTD has micro grants

- A number of options are listed here:
<https://campusinvolvement.umich.edu/article/funding-sources-your-organizationprograms>

Secretary

Last Week

- Welcome Packets
- Posted on Facebook
- Updated website maintenance

This Week

- Doing less with mailers
 - Would be ticket manager responsibility if we get a ticket manager
- Caitlin look into the mailer list and see who is on it and if there are options to help make mailers more effective

Program Editor

Last Week

- Caitlin put dates for bio and ads in welcome packet

This Week

- Confirm those dates work
- Create ad sheet

CoPro?

Last Week

- N/A

This Week

- Get her access to the existing social media accounts
 - Caitlin make sure all social login credentials are documented
- Create a Twitter account

Overall

- Keep thinking about if and how we want to do livestreams
- Digital marketing strategy