

*Elbows Off the Table*  
**Production Meeting Report**

Date: September 14, 2015

Location: Kantner 108

Date of Next Design Meeting: N/A

**GENERAL**

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- We will be in the space tonight (9/14) – Preston will be walking us through at the top of rehearsal
  - We will be starting with the third movement, then running through for blocking, then running through for sound
- Tickets can be reserved through MemAud
- There is an updated copy of the script for the third movement available on Box
- Photocall will be on Friday September 25<sup>th</sup>
- The talkback is Thursday September 24<sup>th</sup> and Rebecca would like a really good audience so that the talkback is as informative and interesting as possible

**SET**

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- Justen will speak with Preston about removing the 2x4s from the front of stage
- Preston will be walking us through at the top of rehearsal

**PROPS**

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- The suitcase full of clothes, shoes, makeup, etc in the third movement has been cut

**COSTUMES**

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- Costumes are still being dyed but they should be ready sometime during shop hours on Tuesday (9/15) to look at Projections and Lights
- Characters are more fully developed and three-dimensional during the third movement
- Rebecca likes the color of the dyed things she saw on Friday
- The ballet shoes will need to be dyed black so that they don't look quite so scruffy
- Colin's shoes will hopefully be in today or tomorrow
- Leah' and Sana's shoes will also arrive sometime this week
- Rebecca would like to see the photos from Sana's fitting this afternoon (9/14)
  - She is thinking that C may need to be toned down now that the third movement has changed
- Rebecca will be buying a long black or navy tank top/camisole for Leah tomorrow
  - It needs to be long
- The suitcase full of clothes, shoes, makeup, etc in the third movement has been cut

**LIGHTS/PROJECTIONS**

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- Justen will also be at the walkthrough tonight (9/14)
- Sam, Justen, Nate, Claire, and Rebecca will have paper tech this Thursday (9/17) at 2:30 in the CreateSpace

- Sam would like a cue sheet by Wednesday so she can roughly place the cues in her script
- Sam will send out the last few pages of Act 2 into Act 3 so that everyone can be working off the same script
- Justen and Nate will plan a time to sit down and go over the projections as they currently are sometime Wednesday
- Justen will speak with Preston about removing the 2x4s from the front of stage
- Costumes are still being dyed but they should be ready sometime during shop hours on Tuesday (9/15) to look at Projections and Lights
- Projection hang has started
  - Nate will try to clear the delicate projection equipment before rehearsal tonight
- Carson will run projections during tech/dress so that Nate can look at things but Nate will run projections for the performances
- Rebecca will look at the projections on Wednesday
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## **SOUND**

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- Sam, Justen, Nate, Claire, and Rebecca will have paper tech this Thursday (9/17) at 2:30 in the CreateSpace
  - Sam would like a cue sheet by Wednesday so she can roughly place the cues in her script
  - Sam will send out the last few pages of Act 2 into Act 3 so that everyone can be working off the same script
- Sound should be ready to go for rehearsal tonight (9/14)
- Rebecca would like the V/O to fade in over the G/E scene on page so that it is at full on G's line "Total Bullshit"
- Rebecca thinks Distant Memories 2 might also be good as underscoring for the third movement
- The top of the third movement might be void sound crossfading into static w/crowd sounds (00:40) with street noises layered over it
- The SM table will be set up for rehearsal tonight – but comms may not be set up until Tuesday
  - Justen would like 3 comms for tech (Justen, ALD, Board Op), but at least 2
    - Justen has his own headset
  - Stage Management needs 3 comms (SR, SL, and one for Sam)
- A sound solution needs to be determined for the talkback
- Tyler needs to talk to Nate about the talkback

## **PUBLICITY**

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- Photocall will be on Friday September 25th
- There will be a live Twitter stream for the talkback

## **PAINTS**

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**39 Steps**  
**Production Meeting Report**

Date: 2/12/14

Location: Kantner 044

Date of Next Design Meeting: 2/19/14

**GENERAL**

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- Paints will be using sprayers tonight so the door will need to be open

**SET**

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- Everyone is working as hard as possible to get everything done
- Moldings, trims, and the front of the opera railings are the next big things on the list
- Columns have been delivered to paints and will go up as soon as they are returned
- Apron trimwork is going to paints today
- Railing center units are going to paints today
- The rest of railings will hopefully go up today
- The bridge and the window should be returned from paints within the first hour and a half of shop hours
  - Dan will then be able to rig them
- The trap is ready to be used after the platform is padded
  - Ryan is going to weld in a shim and then Deanna can pad it
- Emmy is working on the draftings for the signs
  - She will then send the information to props so that the signs can be cut out
  - Props will then send them to paints
- Emmy and Dennis will discuss masking for the Professor's opera box
  - We are trying to find a way hide Andy's frequent entrances/exits
  - Dennis would rather not use an extra hand but we will let props know if we need one
  - John would like to look at the solution once it's up to see if he needs to tweak anything
- Dan will teach one of the ASMs how to use the fly system during shop hours on Thursday
- Paints is working onstage after rehearsal on Thursday
- The fireplace is finished
- Dan is concerned that we may not have good masking for the stairs – he will be looking at stock sometime soon
- Dan will prioritize the double-sided door
- The ladder against the back wall is over in the forum – it will hopefully be brought over and put up for tonight
- Dan will teach our fly operator on Friday

**PROPS**

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- Dennis would like anything that is available to work with as soon as possible
- Props is hoping to have at least the basic structures of the armchair, the professor's chair, the drinks cabinet, and the window unit for tech
  - They will not have the final upholstery or detail work but they will have cushions

- Props will need to take them in and out to be worked on
- The bed will be available for tonight
- The footlight shells are being turned out one by one and Tom will send them to paints when they are all done – which will be sometime this weekend
- The marching band is moving from SR to SL
  - Emmy will hopefully have the images of the bagpipers by Friday
- The dummy can be used in rehearsal tonight
- The microphone should be finished today
- Tom will do his firearms talk on Friday night
- Handles were attached to the foam window last night
- The airplanes are built but props and electrics need to determine how they want to rig the poles
  - John, Deanna and Tom will take five minutes before paper tech this afternoon to make a decision
- Tom will try to get out to the ridges today to get the wheelchair
- Props will stay in contact with Stage Management and Dennis so that they can stay on top of things as they are needed
- The sooner the McCorquodale banner can be installed, the better
  - Paints will bring the banner up to the prop shop today to install a grommet
  - The hooks will be on the upstage side of the opera box columns
- Props has the ghost light, it just needs to be rigged
- Props has started on the sandwiches
- The same (black) phone will be used in Hannay's flat, the sheriff's office, and the hotel
  - Props will bring it down for tonight
- The Christmas tree can be used as-is while props determines the best base for it (probably a tree skirt)
  - Andy will be able to carry it on
  - The sound shop has some modern battery-powered Christmas lights
  - Tom has some period lights but they need to be plugged in
- Tom will also bring snow
- We will have access to the e-cigarette
  - Tom will eventually bring us a second as well
- The upstage dressing will not be up until next week
- Tom will bring a gun box to be put inside the props closet
  - He will also get another set of locks
- Props has the hotel key board – it just needs to be put on a base of some sort
  - The idea is that it is hanging on the wall
- The hotel lectern should be done for tonight
- Emmy is working on the draftings for the signs and will get them to props so that they can be cut out then sent to paints

## **COSTUMES**

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- Regina, Delta, and the Wardrobe Crew will have a discussion about what can be available in the next few nights

- We would like to have a quick change rehearsal on Thursday, either before or after the run
- The build is going very well
- Delta has made sure that the actors are able to move as much as possible in their costumes
- Dennis and Delta will sit down together at some point to go over fitting photos
- Delta is thinking of having the old men in mustaches as well
  - Crafts will rig the mustaches so that Dennis can look at them
- Greg's purple rehearsal skirt is now too big for him
  - His costumes were fine in the fitting – and his Mrs. Jordan's skirt will have suspenders so it won't fall off
- Abe's haircut is tomorrow
- Andy's haircut is currently scheduled for next Wednesday but Delta is going to see if it can be pushed forward to this coming Monday
- The policemen's capes are not ready to be worked with yet
- Hannay's overcoat and hat can be worked with
  - It would be great if his hat can be caught when it is thrown offstage
- The crofter's jacket and the milkman's coat can be worked with

## **LIGHTS**

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- The airplanes are built but props and electrics will take five minutes before paper tech this afternoon to make a decision on the rigging
- The footlight shells won't be ready until this weekend
  - Tom will make some sort of stand-in so that the sightlines and aesthetic can be looked at
  - The painting can be delayed so that they can be onstage as soon as they are done
  - It would be best if the inside can be reflective – either white or silver with gloss
- John would like to know when the upstage dressing is in so that he can schedule dark time to refocus
- The fog and haze has been tested in the forum
  - Lowell and the ME team will make sure everything is in order w/the fire department to put haze in the Baker
  - John would like to do a test (with doors closed) sometime before Friday's tech
- Dan, Emmy, and John will meet to discuss the masking coming off the opera platforms
- Dennis would like Christmas lights on the tree – the sound shop has battery operated ones that can be used or Tom has period-accurate ones that need to be plugged in

## **SOUND**

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- Megan will be in rehearsal tonight and tomorrow night
- She will test levels tonight sometime around 5:00

## **PUBLICITY**

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