

***The Sins of Sor Juana* Production Meeting**

10/16/2017

Department Check-Ins

Scenery:

Paint:

Props:

Lights:

Sound:

Costumes:

Stage Management:

Director:

Old Business

Costumes:

- Is the fan a costume or a prop?

New Business

Scenery:

- House count

Sound:

- Load-in on Saturday, Oct 21
- Calibration on Oct 28, 9am-12pm

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ALL: General Reminder – Upload your documents to the Dropbox. If you do not have access, contact Fritz and he can add you to it.

Department Check-Ins

Scenery: \$2868.76 of \$2,850.00 spent -- No Money Left; 80% complete; started load in - wardrobe, door and corbels tonight

Paint: \$0.00 spent since last week -- \$650 left; major portion of floor ready to load in, starting on trunk

Props: \$69.00 of \$1,000.00 spent -- \$931.00 left; expecting to spend \$776.00 for props this week

Lights: \$59.99 of \$500 spent -- \$440.01 left; will order LED tape/power items this week

Sound: \$0.00 spent since last week – On Time.

Costumes: \$859.98 of \$1,600 spent -- \$740.02 left; Xochitl has been color removed and dyed; everything will get dipped this week

Stage Management: Nothing.

Director: Act 1 was run on Sunday; staging schedule has been shifted because Act 1 needed 2 more nights of rehearsal.

Old Business

Costumes:

- Is the fan a costume or a prop? – It is a prop. Kristine does not know if it's definitely used yet, so Shu will wait to buy it.
- Shu and Stephanie will look at the blood today

New Business

Scenery:

- House count – Only 119 seats (number is from David) will be sold for each performance. The moat cannot be sold, and because of the raised stage there will be sightline issues. Any seats already sold in these spots will be changed.
- Erin and Kristine will schedule a meeting
- When will candle bases and candles come? -- Shu sent Angie an email last week. Shu will get an answer from Angie and Kristine about which candle base they like for the magic candle by Wednesday, Oct 18th. The candle will be ordered on Wednesday and hopefully (Amazon Prime) it will arrive by Friday.

Props:

- In 1.2 books are taken off, and in 1.3 Juana says more need to be taken off
- Quill was taken away in 1.2 also, and it needs to come back. Either ASM needs to run it over to the other side of the theatre, or we get another quill. Shu will look into getting 2 new quills and ink wells (so they look similar) – to readdress next week.

Sound:

- Load-in is on Saturday, Oct 21 from 9am-5pm
- Calibration is on Thursday, Oct 26 from 6:30pm-10:30pm
- Levels is on Saturday, Oct 28 from 9am-12pm

Costumes:

- Preshow schedule for actors – For Juana it will be: makeup/airbrushing → undergarment costumes (corset and petticoat) → fight call → additional costumes
- Silvio, Pedro, Juana, and Xochitl will have stage combat – Kristine will discuss with Rich how long fight call will take; no more than 15 minutes.
- Airbrushing order (2 people at a time): 1. Juana + Silvio, 2. Vicereine + Viceroy, 3. Pedro + Guard (can come later)
- Xochitl will have 2-week tattoos that will not need to be changed. Nuns do not need airbrushing.
- Jake suggested that possibly an airbrush station could be set up in the Scene Shop as opposed to going to and from the Costume Shop for airbrushing.
- Katrina has a lot of changes in 1.4 or 1.5 (Kristine will tell Stephanie which one it is). Katrina's costumes are quick on-and-off pieces.

Director:

- Currently actors are completing the altar desk move, so ASMs will most likely not need to have costumes to complete the move – Stephanie will hold off on a final word for this, though. The move currently takes 45 seconds; looking to make it faster, but maybe not.
- There is very little set movement in Act 2.
- Blocking of live candles: Start on both sides in the vomms, walk up the stairs and across the lower platform (the two lines of nuns will cross in between each other) and exit on the walkways US.
- Allison + Jing + Shu + Kristine to meet Tuesday, Oct 24 from 12-1:30PM
- Kristine + Shu + Stephanie to meet on Friday, Oct 20
- Kristine + Jake will schedule a meeting

