



Production Meeting Minutes

Stage Manager - Amanda Visger

Date - 8.22.25

Director (Greg)

- Nothing new at this time

Scenery (Mandy/Hailey)

- All reference and research photos are in the Google Drive Folder
- A link to the Pinterest Board can be found in the "Scenic Breakdown" Document
- Will look at how the weather will impact the set and the characters
- Will be using scenery from past shows if possible
- They will be looking at either special effects or actors for sound around the set
- The stairs within the set will have a landing
- They are currently looking to have wooden inlays and details throughout
- Will look at collaborating with Lighting, Sound, and Props for use of practicals on stage
- Will discuss later down the road if there will be use of projections

Technical Direction (Nate)

- Will contribute with Mandy and Greg over the automation/people movers for a section of the set, Greg would like it to be automated if possible

Props (Ellie)

- Looking at what can be hung on the wall of the set
- Will talk with Greg later for discussion on weapon usage

Sound (Alex)

- Will be working towards using accurate sounds throughout if possible
- There will be a live mic backstage for actors for the voiceover for the speaker/buzzer
- Will be working with Scenery on echos and other sounds located in different locations around the set

Lighting (Mandy/Amber)

- There will be lights!
- Will be working with Props for practicals around the set

Costumes (Anna)

- All design inspirations are located in the Google Drive Folder
- Will be sticking with Christmas colors (red, green, and shimmers)
- Will be using actor hair and make up to amplify the time period

Dramaturgy (Laurie)

- Nothing new at this time

Stage Management (Amanda)

- Hard copies of the script can be found in Krista's Office
- Our next meeting will be Friday, September 19th at 12:05 pm