



Production Meeting Minutes

Stage Manager - Amanda Visger

Date - 10.22.25

Director (Greg)

- Friday during rehearsal time (6:30-9:30 pm) will be putting on a movie in the Toland.
- All production teams are invited to attend to watch *Radioland Murders*.
- If the projector screen can be put up by then, that would be great.

Scenery (Mandy/Hailey)

- 2 digital renderings can be found in the Google Drive Folder
- A ground plan that has furniture has been uploaded to the Google Drive Folder
- The chandelier that will be used will be static
- Will be working with Dave to find where the best locations for projectors will be
- Will be working on which practical will be used
- Will be talking with Costumes with the color of the walls and how they will look with the colors of the costumes
- Will talk and work with Laurie about using different projections on how the winter storm progresses throughout the play

Technical Direction (Nate)

- The current budget is under budget and is in the Google Drive Folder
- Shop has pulled all flats from stock
- Planning on building more flats for the show and to have in stock post show
- Will be planning on using and scheduling Saturday work days, these will be decided at a later date

Props (Ellie)

- Has met with Greg and has planned on getting some weapons from LCT
- Greg noticed there are 3 axes on the walls that are mentioned in the script
 - Will work with Mandy and Dave for purchase or 3D scanning and printing axes, the axes should be “war or battle style”
- Will discuss later on which lockbox will be used to store weapons

Sound (Alex)

- Has met with Greg to talk about recording blank gunshots within our space that will take place at a later date
- Will work with Lights and Projections to help amplify the storm intensity
- The French Doors are the only doors that will have increased outside sounds

Lighting (Mandy/Amber)

- Lighting Concept is in the Google Drive Folder
- Will be looking at candle alternatives and use of the orb during the seance scene

Costumes (Anna)

- Building costumes will start next week
- Shoes will be added to rehearsal once they arrive

Dramaturgy (Laurie)

- Nothing new at this time

Stage Management (Amanda)

- Friday October 24th - Cast and Production Team Movie Night at 6:30
- Our next meeting will be Wednesday October 29th at 12:05 in RM 70