



Production Meeting Minutes

Stage Manager - Amanda Visger

Date - 9.19.25

Director (Greg)

- Nothing new at this time
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Scenery (Mandy/Hailey)

- Color scales for the set can be found in the Google Drive
 - A prelim design of the set has been made
 - Will update the prelim design with changes (locations of windows, french doors, and staircase)
 - Will be using stock from *Christmas at Pemberly*
 - Will look into the walls having painted texture of sorts
 - Inspiration for lightswitches can be found in the Google Drive
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Technical Direction (Nate)

- The set seems manageable for budget and time with using as much stock as possible
 - Will look further with time and budget when set design is finalized
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Props (Ellie)

- Nothing new at this time
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Sound (Alex)

- There will be 4 on stage speakers
 - Those include: Dog, Intercom, Radio, and Telephone

Lighting (Mandy/Amber)

- Nothing new at this time

Costumes (Anna)

- Line drawing sketches can be found in the Google Drive
- Will be putting actors into outdoor wear for Act 1 Scene 1 as it has a “rushed” feel into the house
- There will be no blood for Act 1 Scene 1
- Will look into having more training for Hair and Makeup Crew

Dramaturgy (Laurie)

- Will talk with Greg to see if there is a need for a transition between Act 1 Scene 1 and Scene 2 to help the transition

Stage Management (Amanda)

- Our next meeting will be Wednesday, October 8th at 12:05 pm