Commission Minutes 10/14/13

Attendance:
- Alyssa Bickoff- UTC Coordinator
- Bethany Greenbaum- UTC Director of Communications
- Erica Haas- BET
- Sarah Minkoff- BET
- Jason Haberman- Tymp
- Noah Suchoff- Tymp
- Helena Raffel- HTG
- Julie Bauer- HTG
- Karen Lengler- BK
- Christopher Knight- BK
- Dave Benger- Players
- Zach Marlin- Players

- Check in with everyone on shows
  - Tymp: going well, prod staff meeting, week off from rehearsals
  - HTG: thumbs off, prod staff meetings happened, rehearsals going swimmingly, scheduling issues, designers on good track, were happy
  - Players: hiccup in rehearsals, but flying through it, designers is hunky dory
  - BK: show on friday, scheduling cause people are very busy, can we stick a desk in the green room, thanks players!
  - BET: things are good, run through tomorrow

- Designer Meeting Check in
  - Stage management: sminkoff and hannah roth, good turn out, new and old, exchanged stories
  - Lights: meeting tomorrow
  - Set design/master carp: went well, good turn out, very effective
  - props: later

- Saw Training and walk through dates
  - Leslie should be sending out emails to students and the staff members to join them. We are hoping that everyone will meet with the staff members to try and find a date for their session to happen. After they choose you should send the date to maria and leslie so they can help you find a space and move forward with publicity.
  - designer meetings master classes with spingold next semester
  - preliminary discussion
  - Julie, sarah minkoff, stage management
  - Dave Benger, Bethany Greenbaum, directing

- Prod Staff Meetings
  - BET: tuesdays after rehearsals in rehearsal space
  - BK mostly email
  - Tymp: schedule it each week
  - HTG: havent set a regular date, working on that
Players: thursdays at 11
• Brandeis Cares in Theater March 2nd unless HTP moves to the center of the season.
  o They're going to have a tech type week