

Production committee report
Meeting of 9th August 2022

- Began with a review of the month's activities and tasks that needed completion
 - Pride festival:
 - went well seemed to suffer a bit from insufficient sound equipment
 - Initiated discussion about the possibility of allowing the chorus' sound equipment to be rented out; discussion tabled for later
 - Annual meeting and rehearsal:
 - no issues no real comments
- Update on tasks
 - Paul:
 - Dan Snyder has been contacted and has agreed to being our season tech person
 - Joey Randazzo had not been heard from yet.
 - Joey has subsequently been in touch and has agreed to record the two concerts for \$800 apiece.
 - Performance dates are set for Heidelberg UCC, nothing heard from 1st Reformed, Middletown (St Peters) needs to be contacted yet
 - Contract was returned and signed for the Dreamwrights concert on August 20th. Tracy Weissman will be both conductor and accompanist.
 - Lawrence:
 - cleared the Christmas performance date for Bergstrasse
 - Steve:
 - cleared the rehearsal schedule and performance dates at UCH.
 - Stephanie:
 - express desire to get the welcome packet and information form in order for the first rehearsal. Allan Jesperson has started to work on revising the Welcome Guide. Paul will contact him for an update.
 - Information Form will be put onto Groupanizer for current singers
 - Decided to revert to the 7:00 PM to 9:00 PM time frame for rehearsals
 - Reviewed travel arrangements; will be in Harrisburg for the 29th of August, as well as 3 October, 23 and 24 October, and 27 November through the 22nd of December
 - For the process of developing the concert music program, interim music review meetings were set for the upcoming week, one with Lawrence and Paul and one with Steven.
 - At the moment tech and any production needs are on hold until the music is finalized.
 - Concert support: Chris has gotten the graphic files to Lawrence from last Christmas' concert. Some discussion about either using those files or hiring a NYU student that Stephanie works with (Reid) who is a graphic designer, to develop a look for both the concert and the season.
 - Steve will be assembling the program it was suggested that Seth Hammond becomes his assistant.
 - Looked at some PR deadlines specifically for printed materials; decided that **1st October** would be the **deadline** for all artwork to be done in printed pieces to be ready for the printer.
- Unfinished items from the last meeting:
 - Spring concert dates: 9, 10, 11, June 2022
 - rehearsals will start 16th January (MLK weekend)
 - We would stream one performance to YouTube

- Venues: Friday at Saint Peters in Middletown, **(Paul confirm)** Saturday at Bergstrasse in Ephrata **(Lawrence confirm)** Sunday at Heidelberg UCC in York **(Paul Confirm)** Times for performances were not decided.
- All agreed not to do an outdoor performance
- Considered various themes and or titles for the concert, decided on a **railroad theme**. Title TBD.
- Anti-Valentine Day cabaret:
 - Paul met with Lorien Mahay, Executive Director of theater Harrisburg. They decided that it would be a true joint venture for both organizations sharing the workload as well as the tickets.
 - The price would be \$25 to \$30 per ticket and would include one free dessert and a glass of champagne as well as the cabaret performance.
 - This could be tagged on as a capping event to the dinner fundraiser talked about for the month of January.
 - The cabaret would consist of two acts of 30 to 35 minutes each with one intermission which would allow for the sale of additional desserts and distribution of champagne.
 - Paul would talk with the Artistic Director at Theater Harrisburg to find up to three female singers who would be interested in performing during the cabaret as well as speaking with Jeff Mitchell (Betty Whitecastle) to perform and/or act as the Hostess for the evening.
 - Due to the amount of time available in the spring semester, it was felt that January and the first part of February could be devoted solely to production of the Valentine's concert.
- The fundraiser for Halloween would be discussed at the Fund-raising committee meeting later in the month. Fred has agreed to work as a Co-chair for the event.
- The Voices United concert topic was postponed for next month's meeting.

Respectfully submitted
 Paul R. Foltz
 Production Chair