

The Postman Production meeting notes

Stage Manager Ken Zhou

City Tech Theatreworks	1/2/23
1pm in V203	Next rehearsal 1/9/23

Time started: 9AM

Scenes: Act 1 Scene 1

Everyone arrived on time.

For this act, the lights, props, and costumes were the priority of discussion.

The scenery being trenches, was debated with Michael on how it should work.

MGT Ken <ul style="list-style-type: none">oversee sets, props, lights, and sound. Called all technical cues during performances.	AV Ash and Levi <ul style="list-style-type: none">Assisted all staff when needed.
Scenery Michael <ul style="list-style-type: none">Notate and produce needed scenery	Lights Jaune and Roxx <ul style="list-style-type: none">Manage and plan lighting.
Props Sam <ul style="list-style-type: none">Notate and prepare needed props.	Mechanical Effects Andy <ul style="list-style-type: none">Prepare sound effects.
Wardrobe Karen <ul style="list-style-type: none">Manage costumes.	Make up Kelly <ul style="list-style-type: none">Prep the Actors.
Staff called Karen Kelly Jaune Roxx Sam	Actors called John Smith Penny Who Scott Man Danny Davito Bob Smith