

Minutes WAAC Meeting Tuesday, October 9,2018

Meeting called to order Noon

Present: Nancy Diamond, Richard Epstein, Miggs Burroughs, Sandy Lefkowitz, Eric Chiang, Fredric Chiu, Kathie Bennewitz, Kelle Ruden, Wendy Morgan-Hunter, Lee Goldstein, John Dodig
Guest: Judith Bacal

Absent: Carole Schweid, Deirdre Price, Elizabeth Strick

We updated the status of what has happened and needs to happen before the day of TEA TALK "The Arts Go Viral: A Moderated Discussion", Sunday October 21, 2018 at Town Hall.

Panelists will be served lunch at noon and there will be a brief tech rehearsal.

RICHARD WILL BE STAGE/TECH MANAGER FOR THE DAY AND WILL HAVE ALL OF THE PROGRAMMING NOTES /SCRIPTS AND CONTACTS. CAROLE AND WENDY WILL BE HIS ASSISTANTS.

1. Sandy will confirm arrangement with Town Hall
2. John will be in touch with Elizabeth to confirm what has been done about the lunch for the panelists and the reception following. He will handle the arrangements on the day of.
3. Kelle will arrange for the flowers for the stage.
4. Mike Phylis of Performance Audio has been made aware of what we need Streaming, Audio, Video. Richard will let him know about microphones for each of the presenters.
5. Fredric Chiu and Mike Phylis need to connect; the piano is being delivered on Saturday and special audio and video equipment may be necessary. Sandy will send a reminder email with contact information to both.
6. Wendy will coach Randa Trivisonno for her presentation which includes WESTPAC and OTOCAST
7. Eric will take care of compiling a list of In Memorium for the program and for a slide to be given to Miggs.
8. Fredric will ask Jeanine to live stream FB on the day of

9. Nancy will ask Jerry Goehring about a pair of tickets for “Be More Chill” on Broadway for us to give as a give-a-Fredric will ask Jeanine to live Stream FB.
10. Mlggs will prepare a power point for OTOCAST demo

PR:

- THE BANNER, LAWN SIGNS, CARDS REATURING THE EVENT HAVE BEEN DISTRIBUTED.
- Eric will send a second e blast to @ 400 on our list that includes the Artist Collective.
- Sandy will contact Cablevision
- Richard will do Radio spots
- Kelle will contact David At FC Buzz to see if we can be a featured event.
- Dan Woog is doing a feature ABOUT US THAT WILL INCLUDE OTOCAST
- John will contact Tom Scipione at the Wetport Schools
- Lee will contact the PTA's
- Everyone will please send the TEA TALK evite to their personal lists.

WAAC has decided to pay for the cost of the new banner which was lost during the transition in administration at the WHS.

Judith and Kathie reported that OTOCAST is finishing up voice overs and newly created graphics.

The meeting was adjourned at 1:15pm

Respectfully submitted: Sandy Lefkowitz, Acting Secretary

