

PERFORMING ARTS
PRODUCTION GUIDE (Revised April 26, 2005)

The VP Drama / Comedy and VP Variety / Musical pursuant to the By-Laws are responsible respectively for a) drama and comedy productions, including, but not limited to, plays, mystery theater, & play readings, and b) variety & musical productions, including, but not limited to, shows showcasing our resident talent, Broadway style shows, musical shows written & produced by resident members and performances by Performing Arts' singing groups.

All productions to be presented by Performing Arts require the approval of the Board.

The applicable VP shall make production recommendations to the Board including expected Revenue (if applicable) and Costs. Each recommendation will include a recommended Producer and Director (each singing group will normally have a director in place). The Board shall review, accept, reject or modify and vote on any recommended production.

The Producer shall have overall authority for the entire production, including setting tryout schedules, with support from the various Board and Committee members in their areas of responsibility.

The Director shall have the authority to select talent, assign roles (including understudies) based on performance, regardless of material read or performed, and bring the performance of individuals or groups together.

The Producer and Director may perform in productions, if approved by the Board.

All production performers must commit to attending rehearsals as per the schedule established by the Director. In addition the Director shall establish specific guidelines for rehearsal attendance for each production based on time available between initiation of rehearsals and the production.

Regular attendance at rehearsals is essential to a quality performance. Anyone who misses the number of rehearsals established by the Director will be able to perform only at the discretion of the Director. If it is determined that an individual or group will not perform the Director shall notify the Producer and the performer(s) involved immediately.

Costuming requirements will vary. It is expected that clothing considered part of a normal wardrobe is to be provided by the individual performers. On the other hand any accessories or unusual costuming required for a production will generally be paid for by Performing Arts based on request made to the Board by the Producer and Director.

Anyone performing in any production is required to be a member of Performing Arts. The cost of membership is established annually by the Board.