

Production Staff

Director (and Inspiring Art's Artistic Director): Beth Kenniv 513-253-6213

Production Manager (and Inspiring Arts' Administrative Director): Kerry Marsh 513-519-6488

Emails send to either Admin@InspiringArtsProductions.com or InspiringArtsProductions@yahoo.com come to Kerry.)

Props: Ellen Burkhard

Set Construction: Dave Kenniv

Costumes: Sharyn Cooksey

Lobby Manager: Stephanie Patrick

Marketing: Faith Marsh / Tara Dudley / Kim Barker

Tickets: Mei Ling Rumping

Inspiring Arts Board

Deb Meinerding

Tara Dudley

Stephanie Patrick

Communication

*Please communicate via email to inspiringartsproductions@yahoo.com. This email address comes to Kerry. Feel free to also text either Beth or Kerry.

*The cast/parents will receive a **weekly update email**, generally on Sunday or Monday, with upcoming information. Please read thoroughly, as there will be lots of details communicated this way!

*Don't be late to rehearsals. But if you are, please text Beth or Kerry asap and let us know.

*We schedule rehearsals on a **Google Calendar** that is continually updated. The calendar is posted on the website, and you can also access it from a phone via the Google Calendar app.

If you are having trouble with the calendar, please let me know. There is a link on the cast page to access it directly. If you want to see it on your phone more clearly, you'll need to download the google calendar app. Then—from a laptop—open the cast page calendar and click the "Google Calendar" box on the bottom left of the calendar. Then you should be able to pull it up on your phone in the calendar app. Again—if you're having trouble, just let me know!

*Any last-minute details, updates, or changes will be texted through the **Remind app**. The primary cell phone will be used for the Remind. You should have received a text asking you to accept the invitation. Please accept! Texts will come to that phone number.

*To get onto the web page: go to **InspiringArtsProductions.com** and click on the Cast Info tab. The password is PotatoPeels.

Like us on Facebook!

We have a FB group ([@Inspiring Parts and Pieces](#)) as a place to post photos of items we're looking for. That old chair, the blanket on the back of the couch, the basket you put decorative pine cones in might all be just the treasure we're looking for. Please follow the group and join in the fun!

Rehearsals

You can be called any of the rehearsal days at any of the times listed. This is a general guideline. From week to week, we may call you at any time during that block of time, so please keep it open (4:00-9:00p Mon, Tues, Thurs and 10:00a-3:00p Saturdays) and anticipate that you will be called.

Each week's schedule will be posted on the calendar by Friday evening of the week before. The calendar will have specific roles called and specific times.

You can click on the event and it will pop up a box that has more info about the rehearsal session. Please check that in addition to the overall schedule.

DON'T FORGET!! Weeknight rehearsals are at Life Church (Mon/Tues in the youth building, Thurs in the main building) and Saturdays are at Grace Chapel!

Conflicts/Absences

The conflicts that you have given us are the ones that we excused. We make the rehearsal schedule based on these conflicts, and as now we assume that your conflicts are finalized. Your conflicts played a large part in casting you (and cutting others), so we expect you to abide by what you told us originally. Adding a new vacation at this point is not fair to those who were cut due to conflicts or to your fellow cast members who are sacrificing opportunities to be in the show.

From this moment on, any additional conflicts that arise are subject to the rehearsal schedule and must be approved by Mrs. Kenniv directly. Unexcused absences may result in dismissal from the cast. Please understand that we are limited in time, and at this point, anything short of a family emergency that arises needs to work around rehearsals.

There will be NO additional excused absences during tech week or rehearsals between performance weekends.

Participation Fee \$100

This participation fee helps to defray the costs of costumes, t-shirts, personal mics, as well as rental of rehearsal and performance facilities, etc. Please let us know if this fee causes a financial hardship. We don't want anyone to be unable to participate due to finances.

There will be a few additional purchases as we go forward, and we will let you know as they arise—things like cast t-shirts, meals, marketing materials, etc. Stay tuned!

Costumes

We'll supply the majority of your costume. You, however, will be responsible for your shoes and undergarments. IA may have shoes you can rent. More details coming. If you are a dancer... we are going on a hunt for Irish dance hard shoes, so you may have to purchase shoes. More details coming on that too.

Rehearsal Attire

Rehearsal is work and we want you to be dressed accordingly. Please refrain from clothing that's too tight or revealing. Because everyone has a different idea of what that means, here are some guidelines:

Please do *not* wear

- Cami tops or shirts that show cleavage or midriff
- Short, flared skirts. Any skirt you wear needs to be worn with shorts or leggings underneath that reach mid-thigh
- Short shorts (if they come down to your fingertips when you put your hands at your sides, that's good)
- Leggings without a shirt covering your bottom

Volunteering

This is a BIG show and we will need EVERYONE's help!

By accepting a role in this show, the cast member (and/or family) are required to volunteer **at least 5 volunteer hours** before the week of production. These are jobs like helping fit costumes, planning concessions or ordering stargrams, building and painting the set, even running errands like posting publicity materials or thrifting for props.

During production weeks, it's "all hands on deck!" We will need a representative from each family to volunteer for **three 'jobs' during production week**. These are positions such as ushers, concessions, selling Stargrams, being a backstage monitor, etc. A sign up for tech/production week will come out as the production nears.

Because we have a number of college students and adults who will be responsible for their own volunteer hours, we're offering "Alternative Service Hours" options. Basically, in lieu of your pre-production hours, you can:

- Sell at least one playbill ad
- Bring in a show sponsor
- Organize a group of 20+ people (with one payment)

Marketing

Our amazing marketing and publicity team will be working like crazy to get the word out about this brand-new show, but premiering a new work requires a little extra! We are hoping there will be some fun opportunities for the cast to get out into the community to spread the word. Stay tuned... or share an opportunity that you may know about with us!

Sponsorship/Playbill Ads

We would love to find local businesses that would partner with us to become Show Sponsors for McBride! Inspiring Arts not only serves as an outlet for actors, but we serve our community by providing high quality, family-friendly entertainment that uplifts and inspires. So, we would love to give local businesses a chance to support the arts and reach our audiences by becoming a show sponsors. It's a win-win!

Another opportunity for our community to support Inspiring Arts is by purchasing playbill ads. If you know of a business owner who might like to advertise, let us know!

Ticket Sales

One of the main goals of Inspiring Arts is to encourage honorable character, not just quality acting. As such, we foster a team atmosphere, where everyone pitches in to do what it takes to get the job done. Actors are required to sell 20 tickets each and challenged to sell the MOST in the cast! We are going to work hard and produce an incredible show, and we want to share this great story with as many people as we can.

Finally...

We are truly thrilled that you are in our show, and we hope that you come to feel a part of the Inspiring Arts family. If you join us onstage, you will be challenged to put others first, to serve your fellow actors and your audience, and to act in a gracious and professional manner. We do drama onstage, but we strive for peace and encouragement offstage.

Break a leg!