

## **Correspondence Report:**

### Inquiries Emails

- Several audition questions
- Volunteer inquiries. Invited them to come to tonights meeting.
- Inquiry from someone asking about our sound needs. I wrote back asking if they were wanting to volunteer with Vags or if they were trying to sell their services.
- St. Aidans request to buy out theatre for You Can't Take It With You on June 6. I advised we need he check by March 31. Was this additional performance communicated at auditions?
- Glen Pine Pavillion has ordered 20 more tickets for You Can't Take it With You on June 10. Waiting for check. They had a credit of 25 from Sleeping Beauty so will have a group of 45 in attendance.
- Lions booked 65 seats to 4000 Miles on April 22. Waiting for check. As this is a zone event, they would like to have some sort of reception. They suggested intermission but I suggested if it can be done, pre-show outside the theatre under their tents.
- VGH Silent Auction Donation request - for their spring fundraiser on May 9 - pair of tickets for You Can't Take It With You? We donated 2 years ago but not last year. I think we thought that we'd donate locally.

## **Publicity Report:**

Our team consists Elizabeth Elwood (press releases), Isabel Mendenhall (newspaper ads & community message board), Ann Everett, Susan Linklater, Valerie Lawlor (poster distribution), Valerie Lawlor (social media), Gillies Malnarich (VanCity display), Craig Premack (headshots and publicity photos) and Suzanne Biehl (lobby display board).

### **4000 Miles**

- Posters being distributed. Uptown area will be covered this week.
- Social media campaign has started slowly and will be increasing in upcoming weeks (Cast announcement, press release, FB event)
- Isabel has arranged for newspaper ads
- Press releases were sent out
- Notice is up on Community Message Board at 8th/McBride
- Image sent to Arts Council to include in their electronic newsletter
- Suzanne working on headshots for lobby display

- Program - Gayle Brawn working on now

### **You Can't Take it With You**

- Poster being finalizing, should have handbills for lobby during 4000 Miles