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Sarasota Senior Theater Committees

The strength of an organization depends on the efforts of the membership. This is why Committee participation is essential for growth. Below is a Current Committee list. This is a living list, because technologies, communications, and activities may change, which may result in a committee change. Look over this list and select the Committee(s) where you wish to serve. Committees are generally Chaired by a SST Board Member, but this is not required. If you have an idea for adding a committee, streamlining our current list, or wish to Chair a Committee, let a Board Member know.

Backstage – *Help design and create sets and scenery for major and small shows. Assemble props for use in production. Stage Manage during shows and rehearsals. Instruct in make-up application. Help performers dress during show. Assist in moving scenery and sets during shows. Vacant, Chair*

Costumes – *Create, design and make costumes for major and minor shows. Assure costumes are available when needed. Make sure costumes are cleaned and properly stored between shows. Keep constant inventory of costumes and make sure the computerized inventory is current at all times. If costumes are borrowed, insure that they are cleaned and returned, and that thanks and acknowledge for the loan of the costumes is done in writing and within a short time frame after a show. Vacant, Chair*

Donation Shows – *Book shows and seek out possible bookings. Check facilities, produce shows, collect donations, line up costumes, materials, props, makeup, etc. Joe Phelan, Chair*

Fundraising – *Schedule at least two major fundraising events a year. In addition to a annual fashion show, Seek out other fundraising activities. Make sure that any monies gained from fundraising be properly documented and collected and accounted for shortly after the fundraising event. Natalie Gundrum, Chair*

Historian – *Keep copies of playbills, tickets, and photographs of SST productions that will be included in the SST “Scrapbook” that shows history of organization. Vacant, Chair*

Intergenerational Theater – *Volunteers will participate and teach classes, write and produce shows for the group, and partner with the community and schools. Irene Silver, Chair*

Membership – *Update directory. Seek new members. Be an enthusiastic supporter for word of mouth information about SST. Provide a printed Membership list as a handout at General Membership Meetings. Provide a current Membership list via email when requested. (Must be able to receive a spreadsheet format.) Joe Ann O’Hara, Chair*

Newcomer Breakfasts – *Invite new members to the monthly breakfast. Prepare and organize Newcomers package to be distributed at breakfast. Reserve space for Newcomers Breakfast at a local restaurant. Anita Walker, Chair*

Newsletter – *Design and produce a bi-monthly electronic newsletter for the membership. Gather information for the newsletter and digitally photograph activities and events for the publication or other uses. Joe Ann O’Hara, Chair*

Outreach – *Seek out new members by marketing to specific target groups, e.g. the Latino Community, children and teen performers, guest performers from other theatrical organizations, and members of the baby boomer generation. Vacant, Chair*

Play Reading and Scene Study – *Assemble or prepare plays for presentations in small and major productions. Organize readings and teach deliver. Bill Bordy, Chair*

Publicity - *Prepare lists and addresses of Major Newspapers in Sarasota and Manatee Counties, other weekly, bi-weekly, monthly News Magazines and electronic Newsletters and blogs’ radio stations, television channels. Write stories for publicity. Design flyers and help create marketing materials for SST. Linda Spinale, Chair.*

Slinky Sassy Seniors – *Locate restaurants for monthly luncheons. Get information on luncheons to Newsletter Editor and to SST Online Communicator so members are aware of lunches. Anita Walker, Chair*

Support Work During Shows – *Organize and account for box office of SST Shows. If ticket sales are not made via professional box office, assure that every ticket is accounted for and that a complete report on sales is available prior to show opening so there is no confusion at Box Office at showtime. Assure that there are sufficient ushers available to pass out playbills and guide audience to their seats. Vacant, Chair*

Website –*Prepare materials for uploading to the SST website. Work with webmaster to keep SST website viable. Photograph events and activities, acquire names of people pictured, and edit digital photos to make them as clear as possible while trying to minimize file size and reduce storage space. Joe Ann O’Hara, Chair*