



The Snow Queen

Final Design Meeting



Royal Conservatoire
of Scotland

Date: 30/06/2016
Time: 11:00
Venue: Design Studio

Present:

Stephen Roe (SR) – Production Manager
Douglas Irvine (DI) – Director
Robin People (RP) Designer
Calum Paterson (CP) – Sound Designer
Jeven (JB) – Sound Lecturer
Stuart Leach (SL) – TSM
Steve Macluskie (SMA) – TSM Lecturer
Simon Cook (SC) – Set Construction Tutor
Astrella Oldham (AO) – Props Tutor
Christine Scott (CS) – LX Tutor

Miranda Stewart (MS) – Stage Manager
Valentino Fabbreschi (VF) - DSM
Gary Fry (GF) Scenic Art Lecturer
Scott McIntosh (SM) – Scenic Art Tutor
Matt Turnbull (MT) - Production Electrician
Rebecca Bell (RB)
Gillian Affleck (GA) – Costumes Tutor
Ellis MacDonald (EM) – Scenic Art
Richard Lyons (RL) – Venue Technician

Apologies:

General Notes:

1. CPU has added £1000 to the initial budget for the production.
2. We will have 18 cast members but some choices in terms of casting still need to be confirmed by Joyce Deans.

Design Concept:

1. After the white card presentation, the colours of set and costumes have been toned down to differentiate the style of the show from a Pantomime.

Costume/Wardrobe:

1. Please see TSM note 6 and 10.
2. Please see Design note 2.
3. RP suggests that some of the village costumes could be some of the ones used in the RCS production 'The Beauty & the Beast', to be altered by Wardrobe.
4. RP gives to GA several drawings and visual references for costumes.
5. RP gives a drawing of the bear costumes to both Wardrobe and Props.
6. RP will design masks and make up required for cast and will pass references onto Wardrobe. SR states that we will have a master class students helping with make up.

Workshop:

1. The pit will need to be at auditorium level so that the plinth can stay for the mirror scene.
2. The plinth will come on with a small mirror on it. During the mirror breaking scene actor will enter with pieces of mirror (puppeteers).
3. Some stairs have been added onto the low level of the house.
4. SC asks about the possibility to store the set away after the get out and donate it to other theatre companies. Designer and Director agree as far as RCS are happy too.

5. Please see Stage Management note 3.

TSM:

1. Please see Workshop note 1.
2. Please see LX note 2 and 3.
3. Please see Scenic note 1.
4. A black skirt on the apron is still required.
5. The snow on stage for the first scene will probably come from a rocking snow bag, probably centre stage.
6. During some scenes, (when the forest trees move in scene 2 and when the castle moves in scene 3), a crew of up to 10 people will be moving the set pieces on stage. Wardrobe will have a conversation about costumes for crew. TSM to let Wardrobe know the names of the students for the 'Set Puppeteers'.
7. RP and SL to have a conversation about masking.
8. The position of the trap will need to be confirmed.
9. The castle will be used only in scene 2 and will then be moved to the scene doc.
10. The Queen will be preset/hiding on the top of the castle (from when the castle gets set behind the black, and for all the duration of the scene). During this scenes the Queen will not have to wear heels.
11. RP asks if we could have snow in the auditorium at the end of scene 6.
12. TSM suggests to use the cyclorama white cloth for the back wall, or the BP screen. SMA states that there should be a white cloth in stock and TSM will check its availability and condition. TSM may need more budget if the cloth is not available.
13. For the throne mechanism there will be a 1 Mt clearance for a technician to be inside it and operate/pull up the structures.
14. Please see Scenic note 1.

Design:

1. The director asks if we could loose the 2 pillars on the front step of the throne so that we can have more playing space for the actors.
2. RP to decide costume requirements for the puppeteers.

Scenic:

1. The trees flying in should be rigged with drifts and RP asks not to see any structure at the back of them, where the drifts will be fixed.
2. The colour of the castle will be toned down.
3. There was a discussion about painting the US wall for when the cyclorama flies out in ACT2. Director and Designer will further discuss this with Scenic.
4. Please see Stage Management note 3.

Props:

1. The diamond for scene 2 will have to be the size of a tennis ball. DI states that it could be any kind of gemstone. AO asks if Stage Management could try to source one.

Stage Management:

1. Please see Worksop note 2.
2. Please see Props note 1.
3. RP states that he could lend a rocking horse to the production. This will probably need to

be reinforced to be able to support the weight of 1 person. Scenic to see how much it would cost to paint it. RL also offers to lend a rocking horse to the production and he will send a photo of this to the designer.

4. Regarding props for the play room, RP and DI state that the choices will be made based on what Stage Management can source.
5. We will need 2 practical lanterns on the cart.
6. The real knife used in the beginning of ACT2 will be seen.
7. There will be a hook and a rope preset DSR.
8. During Act2 scene 3, the 2 bears entering from the auditorium will have to have 2 drums, they should be very loud and come with a big beater. MS to speak to the RCS music department.

Lighting Design, Electrics and AV:

1. Can the house light up from inside please.
2. The fan would probably no longer be required for the Snow Queen's hair (male actor) but DI suggests to check how the fan effect would look like on his costumes, before cutting it.
3. RP asks if we could have snow (foam) in the auditorium at the end of scene 6. KK states that we have 2 machines in stock but have been booked out for Swinging into Christmas. RL to double check stock availability.
4. DI asks if it would be possible to have a follow spot pointing through the main controller room onto the auditorium and a smoke machine to be operated at the same time.
5. KK to double check availability for smoke machines. An extra £100 for LX liquids may need to be allocated to the department's budget.
6. Can we please have haze to catch pillars of light in ACT 2 during the transition between scene 3 and 4.

Sound:

1. There will be no band.
2. Some tracks will need to be composed in rehearsals with the assistance of CP. CP voices concerns about the time needed to record the tracks. DI will further discuss this with CP as soon as possible.
3. SR states that the cost of recordings will fall on the music department.

Budget:

1. CPU has added £1000 to the initial budget for the production.
2. The departmental budgets have already been allocated but will be confirmed as soon as possible.

Minutes taken by:
Valentino Fabbreschi - DSM