

# REHEARSAL REPORT

Production: Machinal  
 Date: February 22, 2026  
 Stage Manager: Ellie Hemming  
 Assistant Stage Managers: Sarah Glazer, Julia Sanchez, Greer Tiegen  
 Guests: Sophie & Helen :)  
 Call Began: 11:00 am Breaks: 7:33 (10) Ended: 9:00pm  
 Late: none Absent: none



Rehearsal Breakdown		
Time	What	Who
11:00am-3:00pm	Load-In	Stage Management
3:00pm-5:00pm	Training	Run Crew
5:00pm-5:45pm	Training	Light & Sound Board Operators
5:30pm	Call to Theatre	Full Cast
5:45pm-6:00pm	Company Meeting	All
6:00pm-9:00pm	Cue to Cue, (Part 1)	All

Next Rehearsal (Cue-to-Cue) Monday February 23		
Time	What	Who
5:00pm	Call to Theatre	Run Crew
5:45pm	Call to Theatre	Board Operators
6:00pm	Call to Theatre	Full Cast
6:00pm	Cue to Cue, (Part 2)	All

## Scenery/Technical Direction (Mandy & Ilex/Nate & Avery):

- 97. Talked with Mary about adding a railing for the window platform.
- 98. Talked with Mary about zhuzhing the stairs to the right of the platform to incorporate more into the set.

## Lights (Mandy & Leah):

No notes tonight!

## Costumes (Michelle & Miranda):

- 99. Mia's shoes need to have more holes punched into the straps to make them tighter.
- 100. Ashley's shoes need to be stretched in the toes and need new soles.
- 101. Gianna's shoes need to be stretched.
- 102. Dawn was wondering when she could get her character shoes back for rehearsal.

### Fittings:

Tuesday  
 Bowen-2:30pm  
 Paige-3:00pm

## Props (Michael & Morgan):

No notes tonight!

## Sound (Dave):

No notes tonight!

## Dramaturgy (Avery & Abby):

No notes tonight!

Miscellaneous:

103. The AC backstage left was blowing aggressively.

-This caused ASMs to continually have to move the legs & side tabs back into place

Thanks everyone,

- Ellie Hemming  
Stage Manager