

PLAY READING COMMITTEE (PRC) POLICY – June 2021

OVERVIEW

- The PRC is chaired by the First Vice President, who chooses 3-6 LLT members from those applying to join the committee. The Production Manager is automatically also a member of the PRC.
- Play submissions are solicited from LLT's entire mailing list.
- Submissions by directors to direct one or more plays, or by non-directors simply wanting to see one or more plays, are welcomed.
- Submissions of plays without a director attached may prompt further solicitations of directorial interest via email to LLT's entire mailing list.
- Submission and "ownership" of a play is for one season only.
- Duplication of play submissions and directorial interest are managed by the First VP, according to the process detailed below.
- Plays submitted will be read and evaluated by the PRC, using a structured, written approach.
- In conjunction with the PRC, the First VP assembles proposed slates of plays for the season, and makes a recommendation to the Board for approval. The proposal/recommendation process may be repeated until agreement is reached.

DATES & PROCESS

In response to requests from the membership, the Board has defined the following process for the selection of plays and directors at LLT.

1. Mid-June	The First VP emails the general mailing list soliciting PRC volunteers. PRC members must be, or become, a current season member to serve.
2. July Board Meeting	The First VP selects PRC members, and submits names to the Board for approval.
3. Post July Board Meeting	<p>The First VP emails the general mailing list requesting submission of plays, with a deadline for submission of mid-August. Submissions may be made by directors or otherwise. The request must include the following WORDING:</p> <p>"If you wish to be considered as a director for a play in the next season, please identify yourself as such when you submit.</p> <p>To be considered to direct at LLT you must state that you meet LLT's qualifications: you have been a director or assistant director for a MainStage production at LLT; or, you have a verifiable resumé of directing accomplishments elsewhere.</p> <p>You may submit up to three plays. Your ownership of a submitted play ends at the end of the season for which it was submitted.</p> <p>The submission, consideration and selection process is managed on an annual (season) cycle. A play submitted in one cycle does not carry over to the next cycle. Formal resubmissions of plays not selected are welcome in a subsequent cycle, but they do not occur automatically.</p>

	<p>If you are selected to direct a play, and for any reason you become unable to fulfill your obligations, as determined by the Board, another director and/or play may be selected, and your ownership of that play ceases.</p> <p>The PRC will also consider plays from other sources.”</p> <p>The First VP to acknowledge each submission.</p>
4. August	<p>PRC starts reading and evaluating plays, using an evaluation form to aid in selection.</p> <p>Duplicate Play Submissions:</p> <p>If two or more directors submit the same play, the First VP will contact them and inform them. A director may opt to withdraw their submission and submit a different play or accept the decision of the Board regarding the director selection for said play.</p> <p>If no one opts out, the First VP will request that each prepare a presentation for their vision of the play. The First VP assesses the options and decides on the most suitable, and makes a recommendation to the Board for approval.</p>
5. December Board Meeting	<p>First VP presents the PRC’s preliminary list of recommended plays, not to exceed 10 plays, in the form of season slates to the Board, and solicits feedback.</p>
6. January Board Meeting	<p>First VP presents the PRC’s final slate recommendation to the Board for approval.</p>
7. Post January Board Meeting	<p>First VP applies for production rights to the selected plays.</p> <p>Unassigned Play Submissions:</p> <p>Should there be a play selected for which there is no director assignment, then a solicitation of directorial interest, including the WORDING in section 3 above, is sent to the entire mailing list. A copy of the play(s) is sent to those qualified directors who are interested. If more than one director is interested, the Duplicate Play Submission process is undertaken.</p> <p>If there is no interest in the unassigned play, the First VP may select another play and director, from the list of submissions or other sources, at their discretion.</p> <p>The First VP makes a final recommendation to the board for approval.</p>
8. February Board Meeting	<p>The First VP advises the status of licensing requests, and the Board approves the final selection of plays.</p>
9. Post February Board Meeting	<p>The First VP will advise licensing company of any rights granted, but no longer required due to non-selection of the play by the Board.</p>
10. AGM (3 rd Wed in March)	<p>Slate of plays and directors is presented to members.</p>