

Pikes Peak Prestidigitators, Society of American Magicians Assembly 170

Lecture Policy

Purpose: This policy will serve as guidance for booking and conducting lectures on behalf of the Pikes Peak Prestidigitators (PPP), Society of American Magicians Assembly 170. Lectures are available from a variety of performers, inventors and magical theorists. Rather than what its name implies, the “lecture” is in actuality a performance by an individual, followed by a discourse and explanation of the effects performed, and the methods, props, psychology and theatrical techniques used to accomplish them.

Applicability: This policy will go into effect at the beginning of calendar year 2009. All members in good standing are authorized to attend magic lectures booked on behalf of the Assembly. Visitors may also attend a lecture if sponsored by a member in good standing or if they are a member in good standing of any of the following: The Society of American Magicians (S.A.M.); the International Brotherhood of Magicians (IBM) or any of the magic clubs located in Colorado which are associated with these national organizations.

Procedures:

1. Any member can recommend a lecture.
2. The elected officers (President, Vice President, Treasurer, Secretary, and Sergeant-at-arms) and the Board Member at large will decide by majority vote as to whether the PPP will host a lecture. The President breaks a tie should one occur.
 - a. Because the lectures are often offered with tight timeframes for booking, the PPP member will recommend it to the President, who in turn will poll the Board via email with the pertinent details regarding the lecture (Name, content, cost, date) and follow-up with a telephone call if no response is received within 24 hours.
 - b. As an input to this process, the Treasurer will provide a status of the treasury to ensure that the club will be able to cover the costs. The total cost (usually a lecture fee and one night’s lodging) will be considered.
3. Upon receiving an affirmative recommendation for the lecture, the Treasurer will determine if a location is available to host the lecture.
4. The President will communicate with the lecturer or booking agent to tentatively secure the date for the lecture.
5. The President will provide said lecturer or booking agent with the questionnaire (see Attachment 1) upon which when satisfactorily returned, the President will secure the date and time slot for the lecture at the agreed to cost.
6. The Secretary will provide lecture information to PPP members. The Webmaster will post this information on the PPP website.

Attendance: The PPP will attempt to secure at minimum of two lectures a year. The cost of these lectures will in part be covered by the dues paid by the members. The fee structure will be as follows:

1. The first lecture attended by a member will be \$15.
2. The second lecture attended and any subsequent lectures attended for the calendar year will be at no charge to the member.
3. Visitors/Guests who attend a lecture when sponsored by a member in good standing, a member in good standing of S.A.M., IBM or any of the magic clubs located in Colorado will pay a \$15 fee for each lecture attended.

Teach-ins: As a way to share magical knowledge and skill PPP members are encouraged to volunteer to conduct a “teach-in” for the members throughout the year. A Teach-in can be a small program where time is set aside at a meeting to teach magic to the entire group. This Teach-in will be coordinated with the Secretary and added to the agenda for the meeting. The Secretary and the Webmaster will notify members of the Teach-in and advise if any special props are required for the members to bring to the meeting in order to conduct the Teach-in.

Attachment 1

Lecturer's Application for the Pike's Peak Prestidigitators Magic Club:

1. Please describe the scope and content of each presentation you propose to offer to us: (effects, style, intended audience, proposed outcomes, style of presentation -- whatever you choose to describe:)

2. Please indicate the amount of time you intend as a "Dealer's Presentation" and the amount of time you intend to use as 'Instructional' or 'Theoretical'. Please describe your intended presentation in a paragraph that we can include as 'promotional' in our Club's Newsletter.

3. What percentage of your presentation will require that our members purchase your lecture notes or specific equipment in order for them to be able to present effects properly?

4. What is the asking price of your Lecture Notes -- and please include an estimated range of costs for equipment, effects, videos, and other products that you will offer our attendees.

5. What is the length (and break time) of your Lecture Presentation? Do you have special requirements or needs of sound/ lighting/ angles/ staging that we should provide?

6. Roughly, what percentage of your lecture presentation involves: Cards (%); Coins (%); Close-Up (%); Cabaret & Stage (%); Mentalism (%); Sleight of Hand (%); Other: (%)

7. What accommodations do you require: (transportation, hotel, meals, etc.?)

8. What is the asking fee for your Lecture Presentation?:

9. What dates are available?

10. What questions do you have for our Magic Club, its Members, our Interests/ Needs/ etc.?