

International MSA Congress Fundraising Event

General Information

(All tips MUST be provided to the client at the end of the night!)

Performers

- Kathleen Butler-Duplessis - kathleen@felixandfingers.com - 6142044338 (Piano)
- Katie Estrella - katieestrella@ymail.com - 401-573-0633 (Piano)

IMPORTANT: Food Allergy Information

- Katie Estrella has the following food allergies: Gluten

Entire Event Day Time Frame

05/09/2025 - 06:30 pm - 08:30 pm EST

Location

Hyatt Regency Boston Cambridge
575 Memorial Dr
Cambridge, Massachusetts 02139-4896

Outdoor Accommodations

Riveride Pavilion

Contact Person(s)

Casie Colletti
(815) 231-6847
casie.colletti@missionmsa.org

Load-In

Load-in Note: You may see one or both performers arriving for setup. Rest assured, this is normal and coordinated in advance.

You may load in equipment at 04:30 pm

Expected number of guests:

200

Contacts

Venue Manager:

Brenda Valentine

(617) 441-6435
Brenda.Valentine@hyatt.com

Files

- [Screenshot-2025-04-24-at-11.16.21 AM.png](#)



International MSA Congress Fundraising Event

General Timeline

(All tips MUST be provided to the client at the end of the night!)

Itinerary

Time Frame	Activity	Notes
6:00-6:30	People trickle in	DJ Background Music
6:30-8:30	Live Set (might start a little later depending on crowd)	
6:30-8:30	Someone might give a five minute speech at some point. They will let us know.	

Dinner Seating

We can grab food at 6 or post show.

Announcements

Remind them about the fundraiser for tips! Mission MSA

Explicit Lyrics:

Keep it clean

Songs To Avoid:

Keep it clean

Tipping:

Yes

Alcohol/Bar

Type: Combination/Other

Details: Not sure

Additional Information: There will be patients with MSA and caretakers there too

International MSA Congress Fundraising Event

Miscellaneous Information

(All tips **MUST** be provided to the client at the end of the night!)

People To Include In Show

Maybe Joe Lindal (CEO)

Wireless

Details:

Please Provide The Name Of The Connection And Password

Wireless Name

Password

TBA

TBA

Other

Performer's Attire - Dressy Casual (Women: a degree of polish, such as a blazer or jewellery. Flats or heels are acceptable. Men: chinos, suit pants or designer denims with a button-up or collared shirt; no ties.)

Performance Expectations - 2

This number represents a sliding scale between 0 and 5. 0 leans towards traditional bar show with lots of dueling piano banter and comedy. 5 represents a show with little talking and non-stop dancing.

A lot of dueling piano banter and comedy. A little focus on dancing.

[Please be sure to review the Fundraising Performer Guide!](#)

Departure And Load-Out

We must be packed up and out of the venue by 09:30 pm

International MSA Congress Fundraising Event

Gear Check And No-List

(All tips **MUST** be provided to the client at the end of the night!)

Reminders:

- Turn down the lights in the room
- Double check your sound board settings, speaker settings, lights, mics on, etc.

Gear Check List:

- Keyboard (with power cable and sustain pedal)
- Wireless Mic and extra batteries (lapel for ceremony)
- Stands (Keyboard Stand, Music Stand, Mic Stand, Light Stands, Speaker Stands)
- Speakers (with power cables)
- Monitors (Players may bring their own. All monitors must use the Main Send, no independent mixes)
- Lights (With power cables and pedals)
- iPad (charged, or with charger)
- Mixing Board
- EIF/Questionnaire
- Pencils/Forms/Tip Jar/Gaff Tape
- Freddy
- Stool
- Cables (Power/Patch/XLR/DJ Cable)
- DJ Headphones
- Mini Shells
- Rockin Roller
- Extra Mic
- Clothing: Shirt/Pants/Socks/Shoes/Belt/Tie/Undershirt
- Business Cards

The "No" List

- No special load-in instructions
- No must-play songs
- No children
- No sound ordinances
- No shuttle

Emergency Contacts

Below is the order of contact to follow:

1. National Entertainment Director

Shawn Grindle - (412) 860-0544

2. Logistics Manager

Tina Naponelli - (815) 382-4341

If they are unavailable:

3. COO

Bre Podgorski - (818) 823-5799 (text only)

4. CEO

Mike Potts - (815) 245-3623 (text only)

Scribd

Scribd is a great resource for locating sheet music (ie. First dances, ceremony music, special requests). Please feel free to use our account.

Username:info@felixandfingers.com

Password:FFPlayer88

Player FAQ

Have other questions? Chat with our [AI Support](#)