

GHS THEATRE BOOSTERS' MEETING MINUTES: SEPTEMBER 14, 2017

Lisa Dinning called the meeting to order at 7pm.

In Attendance

Lisa Dinning, President; Annie Styra, Vice President; Christina Vrba, Secretary; Kate Smith, Treasurer; Mary Toledano, Letty Ebel, Amber Miller-Judson, Laura Webb, Phil Walker and special guest, Andy Barrett (Assistant Superintendent for Learning and Teaching).

Approval of Minutes

Lisa Dinning made a motion to approve the minutes. Annie Styra seconded this motion. The motion passed unanimously.

Old Business

Mary Toledano is the current sponsor for ITS, and she discussed getting the GHS kids involved in "Theatre Fest," as well as various fundraising efforts and goals for the ITS group. She is hosting a meeting on our stage on 9/19 at 3pm to discuss the requirements for this organization to any newcomers and/or old members who would like to be a part of ITS this year. Because Mary is not an employee of our school, she cannot be responsible for our GHS students off campus; however, Kate Woodruff, as an employee of GHS, would possibly be a person who could step into this role. Mary would be able to assist Kate with the event and possibly partake as a chaperone. Mary will discuss this with Kate at a later date.

Mary also reported that she has a ton of new members to work on crew for the year. She meets with them on Tuesdays and Thursdays at 3pm to teach them how to build sets for our productions.

Hip Hip Hooray! Mary is in the final stages of ordering our new microphones. We need 4 new floor microphones and 6 new hanging microphones, and the Music Boosters have approved \$5000 to pay for this expense. Total bill comes to \$2772 for very good high-end quality equipment. Mary would like to use the remaining leftover monies for the new cabling. The motion was made by Lisa Dinning to approve the use of funds, and Kate Smith seconded the motion. The motion passed unanimously. Mary reported that Principal Tom Rogers is investigating the repair of the inputs. This is a school expense rather than a Boosters expense, according to Mary. All the new microphones are XRL controlled. Mary reported that all the new cabinets are here and being installed. She is waiting for one large one to arrive. Theatre Boosters will contribute \$2000 towards the purchase of the large cabinet, and the school will be paying for the rest of that purchase. It will be secured to the wall and floor and will store the power tools and supplies. Tom and Mary will be the only people to hold keys to the new cabinets. Mary discussed a future option of having a sign-out sheet.

Mary reported that we are in need of 12 wireless handheld microphones along with the full accessories and storage cases. This could total around \$15k for the full package. Mary reported that we could get by with 8, but the unit price is not as economical as the unit price for 12. These wireless microphones would plug into our soundboard as is. Mary suggests that we perhaps split the cost with the district and the music boosters since all 3 entities would be benefiting from the purchase. We would also need 12 stands for these microphones.

Phil Walker suggested that we try and work with "Sounds like Music" on a barter agreement. We would advertise their store to our Theatre families in return for the microphone stands.

Phil and Mary discussed that the biggest ticket item that we need is new lights. Our old lights are not energy efficient, are antiquated, and are very limiting for the types of productions that we put on at GHS. This project is on hold, but they need to be replaced very soon. Phil has it all worked out on a spreadsheet and will coordinate this effort with Mary. Mary explained to our group that our district should cover these costs. Our current lights cost us \$750/unit and the new LED lights would be \$2500/unit. However, they explained that these initial costs would be offset and in the long run save us lots of money. Phil explained that a new light panel as well as lights is the single biggest impact of what makes our stage ready for quality productions. He explained that it would make the space rentable and it would make the space turn quickly in/out for many groups, bringing money to our school and our organization to offset the costs of the initial investment.

Mary reported that due to surgery, she can't lift more than 10 pounds the next month and half. She will need extra parent volunteers to help her until she is through her recovery process.

Kate Smith mentioned that it would be nice to utilize Kate Woodruff as our in-house liaison and theatre sponsor. The group discussed the general disconnect and lack of communication due to the fact that we don't have a Theatre Department at GHS and the fact that Mary nor Konnie are employed by our school. The group is hopeful and confident that Kate Woodruff will fill this currently vacant role.

Lisa Dinning reported that Kate Woodruff will be in charge of our "One Acts" production.

New Business

Phil Walker reported that ad sales are going well. He has reached out to old businesses as well as new ones, and has only been turned away by one firm "no." He felt that the reason was an inundation by many other groups also reaching out at this busy time of year and not due to our cause or mission. He has collected about \$3420 in ad sales so far and thinks he will be at \$4500 very soon. Great job Phil!

Phil discussed in detail how awesome our old volunteer photographer John was with capturing and framing the perfect moments from set building to live dress rehearsals, snapping thousands upon thousands of photographs through the many years of his unwavering dedication to this group. The group discussed possible replacements for John, and Lisa Dinning is currently looking into several possibilities. She is going to reach out to our new art director, Megan Kelly, as well as parent, Catherine Ostegard, who she has had several previous discussions about this role. The group also discussed the possibility of paying someone to do this, parent volunteers, as well as upper classmen students taking on the challenge. The group is concerned about the fact that it would almost impossible to fill John's shoes and doesn't want the new person to feel overwhelmed or intimidated.

Phil discussed flash drives. He has about 100 left, and they all need upfront formatting and then lots of techie jargon started flying around and then the group glazed over :O) It was decided that as long as we secure photographer(s), we would continue to sell flash drives of our productions. Phil agreed to do the technical work for us to make these flash drives and to work with whatever photographer takes on the work.

Phil reported that he has made some additions to the website. He is adding a tab for our casts and crews to be able to view. It will teach them how to write a BIO and will show them examples as well.

Amber Miller-Judson discussed that she was willing to host a party for the fall play cast and crew. Thank you Amber! Amber also discussed the idea that the GHS actors/actresses could go out to our grade schools and have "meet and greets" to try and get some publicity within our district and create a fun atmosphere and excitement about our fall show. Andy Barrett said we should consider adding a fundraising element with the possibility of a breakfast and picture taking with the cast/crew.

Annie Styra reported that there was a discrepancy with the announcement for the fall play auditions. They are Monday, September 18th at 7pm not 3pm. A one-minute monologue must be prepared in order to audition.

Committee Reports

- **PHOTOGRAPHY:** We discussed this in New Business.
- **PUBLICITY:** New member Laura Webb is going to handle this committee for this school year. Thank you Laura! Lisa Dinning explained to the group all of the various duties that go along with this committee.
- **FRONT OF HOUSE/DISPLAY CASE:** Angela Kobylecky has taken this on for this school year. Thank you Angela!
- **CAST AND CREW BOARD:** Annie Styra is taking on this task for this school year. Kate explained her budget of \$100, and Lisa explained all the duties that go with this committee. Thank you Annie!
- **FANAGRAMS:** Thank you to Letty Ebel for taking on this committee for this school year. Lisa explained the ins/outs of running this committee. Lisa reported that the boosters will purchase the candy, but that we will need to ask for donations of concessions candy as well as baked goods.

- **BANQUET:** Amber Miller-Judson and Kate Smith are co-chairing this awesome event for us this school year. Thank you very much ladies! They discussed calling Riverview Banquets as well as another possible venue. The group also considering changing the date to April 8th or 15th due to the fact that having the banquet on the Sunday after Viking Review seems like poor timing for the students, especially those with jobs.
- **CAST APPRECIATION/PINS:** Letty Ebel is now going to help Christina Vrba with this committee, and it has been grouped together now with Pins, for this school year. Thank you Letty! Lisa discussed downplaying the cast appreciation gifts a bit. We discussed appreciating the cast with more food donations rather than knick-knacks.
- **TEE SHIRTS:** Kris Nims has agreed to take on the Tee Shirt committee for this school year. Thank you Kris! She will distribute t-shirts to the students involved in the fall play as well as the spring musical.
- **BIOS:** Christina will be handling cast bios and shout outs for this school year as it is one of the "secretary duties." Lisa Dinning asked that Christina set up a separate email for bios and shout outs separate from her personal email address. This is the email that the casts will use.

Next Meeting

October 12th at 7pm

Lisa motioned to adjourn the meeting at 9:10pm, and it was seconded by Christina Vrba. The motion passed unanimously.

Respectfully submitted by,

Christina Vrba