

GHS THEATRE BOOSTERS' MEETING MINUTES:

JANUARY 15, 2018

Website: www.genevatheatreboosters.org

Twitter: gtboosters

Facebook: "Geneva High School Theatre Boosters"

Lisa Dinning called the meeting to order at 7:14pm.

In Attendance

Lisa Dinning, President; Christina Vrba, Secretary; Kate Smith, Treasurer; and members: Letty Ebel, Laura Webb, and Phil Walker.

Approval of Minutes

Phil Walker made a motion to approve the minutes. Kate Smith seconded this motion. The motion passed unanimously.

Treasurer Report

Kate Smith reported that our current balance (reported). Kate reported that monies made from our fall CPK fundraiser will go towards licensing fees. Kate made a motion to increase the Participation Pin budget to \$400. Lisa seconded the motion. The motion passed unanimously. Kate reported the following budgets for "Into the Woods": \$500 for cast appreciation, \$25 for Concessions, \$75 for Fanograms, \$100 for Cast and Crew board, \$50 for Display Case, \$200 for Front of House, and \$100 for our new Photo Table.

Membership

Lisa reported that we currently have 38 members including a new VIP member, Grace Power and Control. Lisa reported that our last new member, The Lesniak Family, is not in our "One Acts" playbill due to a paperwork issue. Kate reported that she did deposit the new member's check. Lisa will update the member listing in the next playbill for the spring show, "Into the Woods."

Old Business

- Kate reported that there has been some confusion for staff members who attend our shows. She kindly reminded us that

staff get in free to all shows. This does not include their family members or their friends, staff only.

- Lisa reported that she is going request tables from the custodial staff for our “One Acts” shows and that she will need volunteers to hand out programs and sell concessions. She would like candy only to be sold and no baked goods. She reported that there is \$30.00 in our budget to buy more items for concessions if needed. The group discussed charging \$1.00 per item. Lisa requested that Kate be in charge of bringing a cash box with change. Lisa asked that all volunteers arrive to “One Acts” by 6:30pm since doors open at 7pm. It will be “all hands on deck” to set-up.
- Lisa reported that Mary is getting better after the injuries she endured at the fall play strike. She is preparing her crew for “Into the Woods” set build.
- Lisa reported that our next CPK fundraiser is Tuesday, January 23, 2018 and asked that Christina send the digital flyer to Lisa Stone and Laura Sprague for distribution into 304Connects, online backpack and social media outlets.
- Phil Walker reported that the screens are in need of repair and asked Lisa to please notify the custodial staff.
- Laura Webb reported that the director Jerry Sigman from The Pheasant Run Theatre is looking to get the word out about his theatre group and its dire need for HS aged students. A lot of community theatres cast students through 8th grade, and he is specifically looking for HS aged students. The group discussed this being a positive option for the students at GHS who didn’t make the spring musical. He would like to work out a deal with GHS in order to raise awareness about his program by renting his costumes for FREE. Laura agreed to be the liaison for this exciting new opportunity between Pheasant Run and GHS.
- Laura Webb came up with a fantastic new idea that was received very well by the entire group for a photo table. The new photo table will have multiple copies of 4x6 prints (from Walgreens or some other inexpensive option for prints) taken from the flash drive. Students and their families can pick and

choose bundles of pics spread out on a table during intermission at each of our shows or until inventory is depleted. Bundle pricing will be worked out later. Lisa reported that several volunteers will need to man the table and all agreed to help. Kate made a motion to budget \$100 towards this new photo table idea. Phil seconded the motion. The motion passed unanimously.

- Lisa and the group decided that selling carnations along with fanogram candy is too much to take on for “Into the Woods.” The group did discuss the future option of buying small bouquets of flowers at Trader Joes or Jewel and then selling them at the shows.
- Lisa reported that Sidney N’s (an actress who was cast for “Into the Woods”) mom emailed her and that she wants to help us with whatever we need! Thank you to Sidney’s mom. We will find you and recruit you very soon. :O)

New Business

Committee Reports

- PHOTOGRAPHY: Phil reported that he is still planning at some point on meeting with Mrs. Kelly about involving her photography students with our theatre group’s photography needs moving forward. The group confirmed that all are still in favor of finishing off the school year with the flash drives, but that at some point, if someone wants to take on spearheading the Shutterfly idea, that he would be happy to sell the extra flash drive inventory on EBay, or to his IT business, or to the Vendor.
- PUBLICITY: Lisa asked Christina to send the most updated digital version of the “One Acts” poster to Lisa Stone and Laura Sprague for their distribution to GHS and District families through social media and online resources. Lisa reported that she made copies of the poster for framing at GHS as well as for advertising in the hallways for students and staff. Lisa reported that it will be in the daily announcements as well as GTV.
- WEBSITE/SOCIAL MEDIA/AD SALES: Phil reported that the membership form needs to be updated on the website and that

he will take care of that soon. Phil reported that he would really like to get the word out about our theatre group all year round. He asked the group if at anytime that we see an out-of-the-way business to take a picture of it and send it to him. He reported that striking up conversations with these types of businesses can be a win-win. Phil is going to start an Instagram account for the theatre boosters. He reported that it is free to set up but can be labor intensive. He sees it as more of a behind-the-scenes look at what we do to support the theatre program.

- FRONT OF HOUSE/DISPLAY CASE: Lisa reported that we will come up with a floor plan at our next meeting.
- CAST AND CREW BOARD: No report.
- FANAGRAMS: No report.
- BANQUET: Kate reported that she and Amber are meeting Sunday and will have a report next month. Kate and Lisa reported that they will be mailing out a senior packet to parents in March. It will contain a senior reflection form, scholarship form, and a banquet invite/golden ticket.
- CAST APPRECIATION/PINS: Letty and Christina reported that the new customized pins will be arriving this week. They will distribute to all the "One Acts" participants and will deliver the fall play participants' (who are not involved in "One Acts") pins to Ms Woodruff for her to distribute during school hours.
- TEE SHIRTS: No report
- BIOS and SHOUT OUTS: Lisa reported that we can not wait for Mrs. Curtis to have her parent meeting because so much time is going by. Lisa will be emailing the parents of the cast and crew with an attachment of the order form and information page by the weekend, which will include the crucial deadline for the bios and shoutouts. They will be due to Christina no later than 2/19, and there will be no exceptions. Thank you LISA!

Next Meeting

FEBRUARY 8, 2018 at 7pm in the Guidance Office at GHS

Lisa Dinning motioned to adjourn the meeting at 9:30pm, and Phil Walker seconded it. The motion passed unanimously.

Respectfully submitted by,

Christina Vrba