

GHS THEATRE BOOSTERS' MEETING MINUTES:

APRIL 12, 2018

Website: www.genevatheatreboosters.org

Twitter: gtboosters

Facebook: "Geneva High School Theatre Boosters"

Christina Vrba called the meeting to order at 7:00pm.

In Attendance

Christina Vrba, Secretary; Kate Smith, Treasurer; Letty Ebel, Phil Walker, Cathy Atkinson, Cathy Ostergard, Angela Kobylecky, Laura Webb, Debra Nowak, Brenna Castagna, and Amber Judson.

Approval of Minutes

Cathy Ostergard made a motion to approve the minutes. Debra Nowak seconded this motion. The motion passed unanimously.

Treasurer Report

Kate Smith reported that our current balance is still being calculated. She will update the boosters by our May meeting.

Membership

Lisa reported via email that we currently have 39 members.

Discussion Items

- Christina Vrba read through Lisa Dinning's agenda which all present had copies of.
- The group discussed the possibilities of extending the Geneva Theatre Boosters to the middle school and grade school levels. Brenna Castagna volunteered to investigate how to make this happen in the near future.
- The group discussed the idea of once again offering summer workshops for our student actors to be led by Connie and Bill of Encore Theatre Productions. Debra Nowak volunteered to reach out to Connie and Bill to get the ball rolling for summer 2018.

- Phil Walker brought up the idea of a summer workshop for techies run by Mary Toledano. Phil volunteered to reach out to Mary to discuss.
- The group discussed the GHS ITS chapter, which is currently led by Mary Toledano. The board members all recently received an email from Kate Woodruff regarding 2019 IL Theatre Fest. She is interested in taking a group next year and would like to start the planning process. Because of this email, the group was confused about who would be leading ITS moving forward. To clear things up, Kate Smith volunteered to reach out to see if Kate Woodruff would be the ITS adult liaison moving forward or if she and Mary are planning to work together.
- The group voted in the new board members for next year 2018/2019. Debra Nowak stepped up and volunteered to help by taking on a board position for next year. Laura Webb was voted in as Treasurer, Debra Nowak as co-President and Angela Kobylecky and Christina Vrba as co-VPs. Cathy Ostergard made a motion to vote these ladies in and Letty Ebel seconded the motion. The motion passed unanimously.
- Brenna Castagna and group discussed the possibility of obtaining rights to video record future productions. Brenna volunteered to spearhead this effort and get some information. Brenna and Debra also explained the process behind the IL HS Musical Theatre Association awards and what a cumbersome task it was for 2 people. The group discussed adding that as an actual committee for next school year since it's such a great and opportunity for our student actors! A big "Thank you" to Brenna and Debra for pulling that together behind the scenes!!
- The group loved Lisa's idea for a retirement gift for Mrs. Curtis and would like to move forward with the idea. Angela made a motion to accept and reimburse Lisa for the gifts and Laura Webb seconded the motion. The motion passed unanimously.
- Viking Revue is next week and we need help! Caroline and Cathy Atkinson volunteered to give out programs and to

usher and bring water. Phil Walker offered to bring water and work concessions along with Amber Judson. Debra Nowak volunteered to bake. Kate and Christina offered to help with ticket sales. The group discussed not wanting the tickets to be reserved and that it would be easier to be open seating. We also need candy, baked good and water donations in order to have concessions. Christina offered to email parents of participants to ask for donations.

- Kate Smith discussed the reimbursement of \$800 for the lighting board rental for the spring musical. Though it wasn't in the budget, it was something needed in order to control lighting and other special effects for the show. Moving forward, if the productions are decided enough ahead of time, these items need to be put into the budget. Or, if they can't be, Kate discussed the idea of offering Mary a \$1000 slush fund for situations like this.
- Kate reported that there is an issue with the keys for the new cabinet boosters bought for backstage in the fall. Mary is the only one with a key and that presents a problem when she is offsite. We need someone to coordinate making another key to have on our building site.

Committee Reports

- **PHOTOGRAPHY:** Cathy Ostergard discussed that she and Kim Ayars really enjoyed taking the photographs! Cathy and group discussed the possibility of making the digital photos free of charge to the actors and using a shared site for the fall play that would also serve as a way for schedules and information to be communicated.
- **PHOTO TABLE:** Kate Smith reported that it cost \$23 to make the photos and that we brought in \$99. The group discussed how nice and convenient it was to have prints on the spot since not everyone makes prints anymore. The group decided to definitely offer this again for the fall play.
- **PUBLICITY:** no report

- **WEBSITE/SOCIAL MEDIA/AD SALES/FLASHDRIVES:** Phil discussed the possibility of moving webhosting sites even though it was renewed for 3 years. He will work with Kate on the billing reimbursement, and he will begin the process to move our website. He hopes to make a final decision and resolve the issue by our May meeting. The group discussed liking the TV monitors displaying photos during pre-show and intermission. Phil will help us to continue to offer this moving forward for future productions.
- **FRONT OF HOUSE/DISPLAY CASE:** The group discussed liking the new arrangement but still needing a way to move the groups to the new area and out of the side stage area. Angela Kobylecky volunteered to email Mr. Rogers and ask to add one more cord mechanism across the entrance of that area since the broken partitions didn't really do the trick. The group discussed making a sign "Cast and Crew Only" for the fall play. The group discussed having ushers routing people away from that side door so as to slow traffic down in that side area.
- The group also discussed moving show times around for next year and Angela volunteered to email Mr. Rogers before the new school year calendars are printed. The group discussed no show on Thursday and moving dress rehearsal to Thursday instead of Wednesday and having it possibly start earlier. Friday show at 7pm, Saturday shows at 2pm and 7pm and keeping Sunday as strike.
- Angela is going to look back at pricing for buying the curtains vs. renting since everyone seemed to like the new set-up, and it was decided to keep it for future productions.
- **CAST AND CREW BOARD:** Cathy Ostergard will fix the display case with new pictures and will do something fun with the pics the kids sent her for Viking Revue. There is \$50 in the budget for this.
- **FANAGRAMS:** Letty Ebel said all went well. She gave the extra candy to be used at concessions for Viking Revue. Amber took it home to hold onto for next week. We brought in \$443 in fanagram sales and \$617.85 in concession sales.

- **BANQUET:** Kate Smith and Amber Judson discussed that their plans are all in motion for the banquet on May 6th from 6-8pm. It won't be a dessert banquet this year. They will be providing food instead, and there is no \$15 ticket charge this year. It is free for the actors and their families to attend. The dress is casual to dressy and is up to the students on how they wish to dress, but in years past, the kids tend to get rather dressed up which makes it fun. They are giving a certificate to all participants of the fall play, one acts and spring musical. Next year, they discussed the possibility of also incorporating the participation pins into this instead of giving out after each production. They are making a slide show to play which will have photos of the 3 productions as well as recognizing seniors with a gift. They also discussed that seniors need to get in their scholarship essays/forms soon to be considered for the \$1000 Theatre Booster scholarship to be awarded at the end of the year.
- **CAST APPRECIATION/PINS:** no report
- **TEE SHIRTS:** Lisa reported via email that all went smoothly and we sold through all extra tee-shirts that were ordered.
- **BIOS and SHOUT OUTS:** no report

Next Meeting:

May 10, 2018 at 7pm in the Guidance Office at GHS

Cathy Ostergard motioned to adjourn the meeting at 9:00pm, and Cathy Atkinson seconded it. The motion passed unanimously.

Respectfully submitted by,

Christina Vrba