

October 14, 2020

## GENEVA HIGH SCHOOL THEATRE BOOSTERS

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**Website:** [www.genevatheatreboosters.org](http://www.genevatheatreboosters.org)

**Twitter:** @gtboosters

**Facebook:** [Geneva High School Theatre Boosters](https://www.facebook.com/Geneva-High-School-Theatre-Boosters)

**Instagram:** [www.instagram.com/ghstheatreboosters](https://www.instagram.com/ghstheatreboosters)

### 2020-2021 Theatre Boosters Board:

**Presidents** - Debra Nowak and Angela Kobylecky

**Vice Presidents** - Kristen Gartrell and Denise Cowett

**Treasurer** - Tammi Sowinski

**Secretary**- Laura Anderson

### Meeting Attendees:

- Angela Kobylecky
- Debra Nowak
- Denise Cowett
- Kristen Gartrell
- Tammi Sowinski
- Laura Anderson
- Phil Walker
- DeeDee Mehren
- Jennifer Dodds

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### AGENDA

Call to order

At 7:05pm Angela Kobylecky called the meeting to order.

### APPROVAL OF MINUTES

Correction of September 16, 2020 minutes: Membership, 14 new members instead of 16. Angela Kobylecky motioned to approve, Debra Nowak seconded.

**PRESIDENT UPDATES** – What's new from Kate Woodruff? There will be an Informational Meeting for One Acts and Viking Revue 10/21 from 3-4pm. After the informational meeting we will have more firm dates for when everything is due. The board needs to advertise in the One Acts video: add photos of cast, slideshow of cast in video, donors to beginning or end. There will be no playbill, which will save costs while still recognizing all cast members and advertisers.

Video Ideas: Could there be a M/C to announce each act on video? Students could help produce jingles for advertisers? If there are extra students they could make jingles/commercials? Can Kim get pictures during rehearsals to use on video? These ideas will be run by Kate. Debra Nowak or Angela Kobylecky will attend the informational meeting.

- One Acts and Viking Revue will be professionally recorded.
- Group Interpretations auditions 11/11

#### **VICE PRESIDENT'S REPORT - Current Membership and Donor Totals**

We have 3 NEW members for a total of 17. Donor totals = \$1350. Donation Jar from freshman play yielded \$205.

#### **TREASURER'S REPORT - Current Balance and Revenue and Expenses Report**

Current Membership Dues are at \$1350 and Ad Sales for playbills \$1826 = \$3176

The Freshman play budget from last year was \$500. \$857.80 was spent on the freshman play this year including t-shirts for cast appreciation, playbills, posters, and miscellaneous front of house expenses. If anyone has a receipt that has not been turned in for reimbursement yet, let Tammi know.

Last month we said we would carry over net profit from last year because we did not spend the Wish List money. Tammi carried it into our revenue column and it was put into the miscellaneous column. There was an added videographer cost of \$2500.

Wish list budget was \$5000. The added \$2500 expense came out for the videographer. There is a \$2500 balance left in the Wish List budget line.

We are waiting to see how much the microphones cost. We need to hear back from Jessica on that. Future vote on purchasing the microphones once we have exact figures.

Debra Nowak questioned if the microphones are not strictly a theater item- could the cost be shared?

Kristina Estrada needs to cut a check to boosters for everyone who paid online.

#### **2020-2021 COMMITTEE CHAIRS AND REPORTS:**

- **AD SALES: Phil Walker.** Phil stated there is \$192 pending in ad sales which is included in the \$2018 total ad sales.

Phil is reaching out to Raising Canes in Batavia. Board members questioned if we should approach them for a fundraising night? Or reach out and see if they will purchase an ad? Last year fundraising nights totalled: Chipotle \$175, Portillo's \$165, Five Below \$22. Costs of ½ page ad run \$160, full page ads \$320-\$400. Phil is going to give them options. They could take out an ad or agree to do a fundraiser.

Board members questioned how ½ or full page ad will equate for a virtual review? Phil also stated there is a challenge in convincing businesses to pay for ads that won't be seen until next year.

Kate Woodruff was asking if we could get more donations. Phil added an option on our website. Sherry Navigato is updating Pushcoin to add a Theatre Boosters donation option.

Phil asked if we should approach Geneva Winery about placing an ad. Debra Nowak will check with Tom Rogers and email Phil.

- **THEATRE BOOSTERS' SOCIAL MEDIA, WEBSITE MASTER, QR CODES: Phil Walker**
  - Any updates? Added a link to be able to make donations.
  
- **PHOTOGRAPHY: Kim Ayars, Cathy Ostergard**
  - Update on Freshman play photos for sale?
  - Kim had mentioned making a link available to download all the photos from freshman play for flat fee. Is this done?
  - Phil has not updated our website yet with freshman photos.
  - Angela is going to send the group shot to see if we could get it on the school website banner.
  
- **FRONT OF HOUSE: Kristin Gartrell, Denise Cowett, Shannon Mccall**
  
- **CAST/CREW BOARD FOR FALL MUSICAL AND SPRING MUSICAL, FRAMING OF PUBLICITY POSTERS FOR SCHOOL: Debra Nowak**

Poster was dropped off at the office to be hung in hallway
- **SMALL DISPLAY CASE: Debra Nowak, Angela Kobylecky**

Decorated with freshman play photos
- **LARGE DISPLAY CASE: GHS ITS/DRAMA CLUB (SPONSOR: KATE WOODRUFF)**

We would like to discuss maybe featuring a mini cast and crew board in the case the week of the virtual shows — in addition to ITS' decorations
  
- **PHOTO TABLE FOR FALL MUSICAL AND SPRING MUSICAL: Juli Beyer**
  
- **OUTDOOR SIGN AND LIGHT: Phil Walker** Thank you for putting up the outdoor signs

- **OUTDOOR BANNER, INVITATIONS TO SENIOR CITIZENS FOR DRESS REHEARSAL, DISTRICT 304 AND GHS PUBLICITY, PRESS RELEASES TO PAPERS, ONLINE TICKET SYSTEM COORDINATOR:** Angela Kobylecky
- **ONLINE DIGITAL NEWSPAPER LISTINGS (PATCH, ETC) AND FACEBOOK POSTS:** Angela Kobylecky, Debra Nowak
- **MARQUEE ON STATE FOR FALL MUSICAL AND SPRING MUSICAL:** Debra Nowak, Kim Ayars
- **FANOGRAMS FOR FALL MUSICAL AND SPRING MUSICAL:** Deedee Mehren

Angela Kobylecky stated that they found expired candy at the school from last year and it will be donated to Kate Woodruff. In the spring- will have to buy new candy.
- **COORDINATION OF ALL POSTERS, PLAYBILLS AND BIOS AND SHOUTOUTS:** Kristin Gartrell, Denise Cowett
  - Playbills for virtual shows needed or just online within the video?
- **POSTER BLITZ DAY: CAST OF THE CURRENT SHOW (SPONSOR: KATE WOODRUFF)**
- **RESTAURANT NIGHT/STORE FUNDRAISING:** Laura Anderson

Report on any new revenues and any new plans for this year

  - Laura Anderson stated she needed more accounting information before she could proceed. Laura Anderson will email Tammi Sowinski for the needed information. Angela Kobylecky and Laura Anderson will discuss how we will move forward with the fundraisers.
- **CAST APPRECIATION (TEESHIRT, BUTTONS, LOCKERS AND TREATS) FOR FALL MUSICAL AND SPRING MUSICAL:** Juli Beyer, Angela Kobylecky
  - Waiting for district update whether we can decorate lockers
    - Other ideas: Possibly make a sign for the cafeteria , make posters with detail on how to view One Acts, Online Backpack, Drama Digest, email blast to members and sponsors, social media and website, and ask for donation when viewing production.
- **THEATRE BANQUET:** Christine Messino
  - Should we get a tentative date in place?
- **SPRING MUSICAL TECH WEEK DINNERS:** Christine Voreis
- **FALL MUSICAL AND SPRING MUSICAL STRIKE LUNCH:** Stephanie Tresemer
- **GENERAL VOLUNTEER AND DONATION COORDINATOR:** Deb Nowak, Phil Walker

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- **BOOSTER AD SALES FORM, INFO SHEET AND NEW MEMBER FORM, TRI-FOLD BOARD:** Phil Walker, Angela Kobylecky, Debra Nowak

- **VIDEO RECORDING/GTV COORDINATION:** Debra Nowak

**Update for Kindergarten status**

- **CAST AND CREW BASKETS:** Tammi Sowinski

- **FLOWER TABLE FOR SPRING MUSICAL:** Jen Perez, Stephanie Tresemer

- **SWAG TABLE FOR FALL AND SPRING MUSICALS:** TBD

- **OPEN DISCUSSION ITEMS** — Wish List items from Directors

- **New from Jessica Palmissano- more wireless microphones**

- Phil is reformatting old meeting minutes. Phil also gave an update on GSuite. We are only allowed to have only 1 email account and he hopes to convert before the end of this month.

## **CLOSE MEETING**

Please consider joining a committee if not tonight by our next meeting! We need your help!

Thank you for your consideration! **MEETINGS TO BE HELD IN THE GHS COMMUNITY ROOM and Zoom throughout the year.**

## **ALL THEATRE BOOSTER MEETINGS IN THE GHS COMMUNITY ROOM AT 7PM AND VIA ZOOM**

- Sept 16, 2020
- Oct 14
- Nov 18
- Dec 16
- Jan 13, 2021
- Feb 17
- Mar 17
- Apr 14
- May 12

### **Join Zoom Meeting**

<https://us02web.zoom.us/j/81852197382?pwd=TUI1ejdQNFM3ZkQ3d2tKakUxajkxUT09>

Meeting ID: 818 5219 7382

Passcode: 812689