

April 14, 2021

GENEVA HIGH SCHOOL THEATRE BOOSTERS

April 14, 2021

Website: 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

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
- Idy Spezzano
- Jennifer Dodds
- Juli Beyer

AGENDA

- CALL MEETING TO ORDER AND TAKE ATTENDANCE

- Angela called meeting to order at 7:06pm

- APPROVAL OF MINUTES –

- Denise approved, Angela 2nd approval of minutes

- PRESIDENT UPDATES –

- Viking Revue/One Acts is live and has been marketed via Drama Digest, Facebook, emails to members, and posters up at school. To date we have \$70 in ticket sales.
- Ella is hanging up posters

April 14, 2021

- Tammi will send Angela an 11 x 17 of the poster for printing
 - QR code included on Poster
 - 7 purchases for Viking Revue/One Acts so far
 - Angela sent Sponsors comp code and Booster members comp code for tickets
 - Did not send to staff for free ticket
-
- **RE-ELECTION FOR THE 2021-2022 SCHOOL YEAR**
 - Board members need to be voted on for next meeting on May 12
 - Angela has reached out to some members
 - Tammi Sowinski agreed to be Treasurer. Nominated by Angela, 2nd Denise
 - Idy Spezzano agreed to be secretary. Nominated by Angela. Juli Beyer 2nd
 - Laura will arrange time to meet and share information with Idy.
 - President? Co-Presidents? Denise & Kirsten will talk further
 - Juli Beyer- will be on photo table for next year
 - Angela will send out info to Jennifer Dodds for open specific roles
 - Phil put together Google Shared drive. - Everything will be saved there and organized.
 - Deb & Angela plan to do an Inventory of what items are saved under the stage that belong to Theatre Boosters.
-
- **UPDATES FROM KATE WOODRUFF**
 - Kate is investigating other video providers
 - Addams Family- Asking admin for specifics, possibly open to family members coming in to see the show. CDC rules make that difficult.
 - The Costume Designer is unable to do the show. Kate has vision boards. Can boosters help with ordering materials? Alterations?
 - does not have actual costs yet
 - spray fabric paint
 - Angela said she can order things, pick things up
 - Kate is going to start ordering
 - Needs measurements for cast members
 - Should Boosters send out measuring video to cast members?
 - Phil can add videos to the Theatre Booster webpage for cast members for how to measure.
 - Angela can work on a form for sizes of cast members
 - 2 weeks to figure out costumes
 - Cast appreciation- need t-shirt sizes?
 - Will there be a live show? Can we record with the pit and then perform live with or without?
 - Pit wants to be part of any live shows
 - Can they be in a different room? Presents technical demands.Feedback issues.Phil is happy to help.

April 14, 2021

- Do we need a Front of House?
- Not COVID friendly, patrons would need to go to seats.
- printed programs available
- Phil suggested we could have a flower table possibly outside
- Matinee?

- When will cast photos be taken?
Kate spoke to Kim. Kim is checking which photos she needs to take. She will be there during tech week to take photos, week of May 3.
- Angela asked for Kim's schedule to be shared with Boosters to update displays.
Outdoor pics of cast, tech & pit

Angela reached out to Mr. Frederick for list of pit names & John- tech list needs to be verified

- need tshirt sizes of all cast members
 - Should we order a banner? If we have a live show we will order a banner
 - Should we have a banner outside of the school? Denise agreed. Denise will work with Fagans on a banner design. Banners can be made within a week.
- **VICE PRESIDENT'S REPORT** - Current Membership and Donor Totals (19 members and \$1450 as of 4/8)
 - No new memberships. 19 members \$1450
 - **TREASURER'S REPORT** - Current Balance and Revenue and Expenses Report
 - New expense - Participation Pins. Crown Awards - Tammi is inquiring with business where and how to make payment. Banquet expense \$509.49.

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

- AD SALES: Phil Walker
 - **Any updates?** No updates. Phil has handed out flyers however, no response. Phil checked website stats. There was a spike when One Acts went live. Increased web traffic. Phil would like to determine a cut off date for ads for Addams Family and reach out to vendors. Ads will run through 2022. Recording starts May 17. Ad cutoffs middle of May possibly. Kate said May 7 is the cutoff date. Have ads in by May 10. Angela thanked Phil for creating QR code and uploading.
- THEATRE BOOSTERS' SOCIAL MEDIA, WEBSITE MASTER, QR CODES: Phil Walker

April 14, 2021

- Viking Revue/One Acts playbill is uploaded to web site
- QR Code provided for Posters
- PHOTOGRAPHY: Kim Ayars, Cathy Ostergard
 - Will Kim be coordinating with Kate directly?
- 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
 - Need to get posters printed and hung at school for Freshman Play and Viking Revue/One Acts and then for Addams when complete
- SMALL DISPLAY CASE: Debra Nowak, Angela Kobylecky
 - Drama club is going to update this with photos from Group Interpretation by EOW
- LARGE DISPLAY CASE: GHS ITS/DRAMA CLUB (SPONSOR: KATE WOODRUFF)
- PHOTO TABLE FOR FALL MUSICAL AND SPRING MUSICAL: Juli Beyer
- OUTDOOR SIGN AND LIGHT: Phil Walker
- OUTDOOR BANNER, INVITATIONS TO SENIOR CITIZENS FOR DRESS REHEARSAL, DISTRICT 304 AND GHS PUBLICITY, PRESS RELEASES TO PAPERS, ONLINE TICKET SYSTEM COORDINATOR: Angela Kobylecky
 - Do we want one for Addams Family?
- ONLINE DIGITAL NEWSPAPER LISTINGS (PATCH, ETC) AND FACEBOOK POSTS: Angela Kobylecky, Debra Nowak
 - Let's post more on facebook and Instagram once Addams Family gets closer
- MARQUEE ON STATE FOR FALL MUSICAL AND SPRING MUSICAL: Debra Nowak, Kim Ayars
- FANOGRAMS FOR FALL MUSICAL AND SPRING MUSICAL: Deedee Mehren
- COORDINATION OF ALL POSTERS, PLAYBILLS AND BIOS AND SHOUTOUTS: Kristin Gartrell, Denise Cowett
 - Poster Production?
 - Bios and Shout outs to be sent in no later than May 1. It has been communicated in GHS Drama Digest
 - Debbie has all the artwork. Kate and Angela have given Denise their info. Bios should be coming in soon. Kristin will send Kate a list next week of who we are missing. Mr. Rogers needs to approve playbill cover.
 - Phil is sending email about Prose Orthodontics ad

April 14, 2021

- How many copies? 100? Number ordered depends on whether or not we have a live show.
 - Posters? depends on whether it is a live show.
 - Add date to poster and shirts
 - Cross reference money for shout outs- Kristin will keep track of.
-
- POSTER BLITZ DAY: CAST OF THE CURRENT SHOW (SPONSOR: KATE WOODRUFF)
 - RESTAURANT NIGHT/STORE FUNDRAISING: Laura Anderson
 - Any updates? No response from Wahlburgers.
 - CAST APPRECIATION (TEESHIRT, BUTTONS, LOCKERS AND TREATS) FOR FALL MUSICAL AND SPRING MUSICAL: Juli Beyer, Angela Kobylecky
 - Need t-shirt sizes, need to get quotes once we have firm numbers, ordering buttons, Denise will ask Debbie the artwork size needed for buttons. Angela will work on getting tshirts to get them printed, we could also hand out dilly bars
 - Outdoor banner, posters around school TBD
 - Kate is giving info to GTV to promote show
 - Waiting for district update whether we can decorate lockers
 - Juli can we look at getting buttons for The Addams Family? Total number of participants needed. Should order by the end of month.
 - THEATRE BANQUET: Christine Messino, Idy Spezzano
 - Should we get a tentative date in place or make other EOY plans?
 - Let's vote on the current idea to have pins and a treat with a Theatre Note attached, Thanks for sharing your talent! GHS Theatre 2020-2021
 - Tentative Date is May 26 or 27 outside of the cafeteria. Remaining to be dropped in office
 - Plans for seniors-
 - Let's vote on current idea to have a senior night in the auditorium on 5/25 or 5/26
 - Kick off from boosters- certificate, pins, senior gift, treat, award
 - Note from Mr. Rogers
 - Last Bow with Miss P. and Miss Woodruff- photo opp, senior to speak of what their plans are and most memorable Theatre moment
 - 18 seniors including tech and cast. certificates, Most likely to ... Should Boosters put out form to vote?- Kate will put out. Info added to certificates, cookies to go, Tom

April 14, 2021

Rogers will give a speech, Kate & Jess will speak about each senior. Seniors can say what they are doing after college, fav theater memory. Photo op and final bow. Invite 2 parents.

- SPRING MUSICAL TECH WEEK DINNERS: Christine Voreis
- FALL PLAY AND SPRING MUSICAL STRIKE LUNCH: Stephanie Tresemer
- GENERAL VOLUNTEER AND DONATION COORDINATOR: Deb Nowak, Phil Walker
- 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 on Addams?
- CAST AND CREW BASKETS: Tammi Sowinski
 - Do we want for Addams?
- 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
 - **Jessica Palmissano- more wireless microphones**
 - ad sales- can Phil target businesses outside of Geneva? Needs approval from Tom Rogers. The Theatre Board is good with it.
- **CLOSE MEETING**
- Meeting closed at 8:17pm

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 24

April 14, 2021

- Apr 14
- May 12

Join Zoom Meeting

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

Meeting ID: 818 5219 7382

Passcode: 812689