

Theater Boosters Minutes 8/22/2003

The meeting was called to order at 7:00pm

There were no outstanding meeting notes to approve

Introductions were made to kick off the new year, in attendance from the school board were Stephanie Bellano and Paul Radlinski

New Business

Board Approvals

- Magnets and Banner purchase
 - o Both contain the Geneva Theater logo
 - o Magnets can go on lockers, cars, etc
 - o Banner will be used for plays
 - Both purchases were approved
- Second scholarship for 2023-2024 school year
 - o 2 Philip J Walker scholarships are proposed each for \$1000
 - o Criteria for scholarships remain the same
 - The 2 scholarships were approved
- Andy Cozzi as our photographer
 - o We will go to Andy to tell him about our needs and what we will pay him
 - \$200 for Underclassman Play
 - \$300 for Fall Play
 - \$300 original, but proposed to up to \$500 for the Spring Musical
 - \$300 for the Banquet
 - o Request made to send info to the board members so they can share
 - o Proposed pictures:
 - Head shots during the first 2 weeks of rehearsal
 - Come once during non-tech to get pictures of the crew and set building
 - Come in at least twice during tech week
 - Focus on ensemble members will be requested, 2-3 pictures at least
 - Pictures will be available to people 2 ways
 - Certain membership levels will include the pictures for each show
 - Non-members can pay \$20 per show/event
 - Ideas for people to buy links
 - Thru the website, GHS connects and during plays/events
 - o Back To School Night
 - Table approved
 - Need volunteers to man the table
 - We need to check the closet for membership brochures
 - Checkbooks will be sold
 - Table will be in the commons
 - Maybe see if some students can help sell the checkbooks
 - o Kickoff Theater Meeting – Tom and Jay
 - Thursday, August 24th at 6:00pm in auditorium
 - Theater Boosters not invited to speak at this time
 - o Underclassman One Acts
 - Auditions are Wednesday, August 30th
 - Show is 9/29 and 9/30
 - We will use our own artwork for this show
 - Hoping to use student art for the fall play
 - Marquee is reserved
 - Full Front of House set up – Amy will take care of
 - Coordinate donations and volunteers thru sign up genius

- Costs
 - Need to pay fees thru the school credit card instead of Kim's for Sign Up Genius
 - We need a Daily Herald Membership for future articles
 - Phil will check to see if we can use his membership for the Kane County Chronicle

Vice President Report

- Amy met with Melanie at the front office and got a key for our closet we can keep
 - Only downside is that it is not a master key so we will need to get custodial help to access kitchen or other areas as needed
 - Bathrooms should be unlocked
 - Make sure we get name of custodian on call for the night of our events (not the head custodian)
- Went through our closet and took inventory
 - We are in need of napkins
- A vote is needed on who to hire for printing
 - Dane County Went from \$120 to \$90 for 30 posters
 - May want to use them for some of our work
 - Fagans priced out everything and seem to be cheaper
 - Outside Banner 8 x 4 - \$87
 - Foam core cast list 2x3 - \$44 (for each one)
 - Playbills 200 count - \$240
 - Posters 11 x 17 - \$28.50
 - Prepare customer files for printing \$37.50
 - Vote is in favor of using Fagans
 - Melanie is also helping set up push coin
 - Send bio requests to parents and students
 - Send PDF of poster for Underclassman play to Online Backpack
 - Shirts are being designed , we just need the cast list
 - Pay thru pushcoin
 - Kim using Inkspine vendor

Treasurer Report

- Membership
 - We have 2 members for a total of \$200
 - We have checkbooks ready to sell
 - Should be give 10 checkbooks to each of us at the Booster meetings?
 - Checkbooks are numbered for easy tracking
 - Tried to keep mostly Geneva businesses
 - If you use a check take a picture and post in on social media

Jay

- Jay was not able to attend this meeting
- ITS/Drama club
 - No updates yet
 - A new board will need to be elected for ITS
 - Need to ask Jay if ITS members can help with selling checkbooks
 - No word yet on when meetings will take place

Phil

- Ad sales at \$520 so far for the year, the goal is \$4000
 - Hogan wants a full page again this year and next
 - Fox Jeweler wants an ad
 - He hasn't heard from some regulars yet, including Paramount, but he'll follow up
 - We are hoping Paramount will do back cover and ads for upcoming shows again

- Trying to get some new spots
 - Recommended he reach out to Arcada
- All advertising info is on the main website
- Cabinet for front of house signs is complete
- Asked if he could build something for cast boards
 - Will look into it
- Mobile version of website is available
 - You can order checkbooks, or sign up for membership
 - Let Phil know if we want any changes to be made
- Benevity (international software company that facilitates donations from corporations)
 - We are trying to replace current lights with LED lights that can be controlled by the new light board
- He is still looking into a photo kiosk
- Twitter account – should we turn it off? YES!
 - We still have instagram and Facebook

Other Items

- 2024 Committees
 - Restaurant nights – Suzanne Skeens
 - Hoping for one every other month
 - Tech Week Meals – Mario and Kristin
 - Look at football thank you's to see who they got for meal sponsors
 - Will be 3 or 4 tech nights for Fall Play and Spring Musical
 - Photos – Access to link with a membership
 - Cast Baskets – Kristin
 - Fan-o-grams – Becky Johnson
 - End of the Year Banquet
 - Junior parent – Mrs. Ganz
 - Senior parent – still needed
 - Cast Boards – Missy Byer
- The next meeting will be on Tuesday, September 19th at 7:00pm in the Community Room

Meeting adjourned at 8:20pm