

Drama Booster Meeting 10/15/12

In Attendance: Board Members Patrice Walsh, Diane Wielgat, Scott Brown, April Ozdych, Susan Pasikowski and several parents.

Approval of minutes from previous meeting – Approved

President's Report – Patrice Walsh

1. Student Activity Fund status: Theresa Brewer-Rollins provided more details regarding the fund. Apparently last year there was a past due invoice on the account from not returning scripts to Tams Witmark. Ed contacted them and they provided a large discount on the late return fee. The balance on the account was at \$696.40, another amount was owed at \$800, so the actual current balance in the fund is -129.60. Ed is kindly donated this to bring the account to a \$0 balance. THANK YOU ED!!
2. Communications – rodruma.com is up and the calendar is linked. Please remind all students to check daily for updates, and to really review each day's events to see if they need to be at rehearsal and at what time.
3. Volunteer Forms – Patrice will email the links for all the volunteer forms. There are many opportunities, so please be sure to help where you can.
4. Pizza Sales – Patrice has all the "setups" for the pizza sales (table cloth, foil, etc.) along with the candy. Patrice and Karen are covering the pizza sale this week, and next week is Laura and Sandy. Each week we should have 2 parents and 2 kids helping to sell pizza. This week we'll be getting Jets pizza. The person picking up the pizza should plan pickup at 2:40 so they can be at the school by 2:45 for set up.

Treasurer Report: Diane Wielgat

1. The Booster Club Account has been opened. Scott Brown will add the account information to PayPal so we may start selling tickets online.
2. Discussion was held regarding the selling of tickets online to add \$1 to the cost a portion of that additional dollar will cover the PayPal fee and then the remainder will go to the Booster account.
3. Diane provided a printout of the current activity.
4. Discussion was held on where the ticket sales funds go to (school account or the booster account). Ticket sales go to the school Activity Fund, other funds (tag days, pizza sales, etc.) go to the Booster Account.
5. Diane inquired as to a budget amount for the show. Ed shared his thoughts on about a total budget of \$4,000 should be good. \$2,000 would come from the school activity fund and the other \$2,000 would come from the Booster Club. Items included for the overall budget are:
 - a. Scripts & Scores
 - b. Frannie & Shannon's fee
 - c. Props & Paint
 - d. Costume Rental
 - e. Audio equipment – Ed will be working this out with the vendor to rent what is needed (microphones – 4 footlight mics, 6 – 8 overhead mics).
6. Discussion was held around programs and ads – who gets the funds for those. Historically, the school would print the programs so the ad funds would go to the activity fund. The schools printer is broken, so one of our parents (Jeff – sorry I don't know your last name) will be looking

into his workplace to see if they may be able to print the programs at a discount for us. The paper would be covered by the school. Patrice will check with Theresa Brewer-Rollins to have her get the paper or have the school cover the cost since they would normally print these and use their paper anyway.

7. Ed shared that the district contracts for Brittney and for him.
8. Ed also shared we are able to use platforms from Water Works Theatre Company
9. Sheryl Hunter shared that during last year's production Ellen (a student) used her own money to purchase items for the show and was never reimbursed. This is speculated to be a few hundred dollars, and Mrs. Hunter did give her \$25.
10. Funds that go to the School Activity Fund go to Theresa Brewer-Rollins in the office. There is a drop box for this purpose. Someone from Drama Club has to be present when these funds are opened from the drop box.
11. It is expected that Theresa Brewer-Rollins is present for our school related activities (all performances for example) to take the money.

Fundraising Report – April Ozdych and Claire Vial

1. Pizza Sales are set – see President's Report notes above for additional details.
2. Tag Days are scheduled for 10/27, 5/18/13 both at Farmer's Market. Sign up on the Drama Board Cindy Murphy will organize volunteer efforts. The Student Officers need to push to get students signed up for the Tag Days.
3. April will be getting business cards to hand out at tag days.
4. April will see about getting the t-shirts by the first Tag Days so students can wear them to promote the show.
5. Discussion was held regarding the selling of "peanut based products" during the show. We were asked to "not" sell them due to peanut allergies. Skittles will have to do.
6. Patrice has signed our group up to wrap gifts at Barnes & Noble. December 3 from 4 pm – 8 pm and December 22 from 6 pm to 10 pm. We'll need a few parents to help with this event in 2 hour shifts. Patrice will send out sign up sheet via google docs.

Promotions/Publicity Report – Scott Brown

1. Scott shared the students on the promotions committee had a good meeting this past Super Saturday. Several of our students hit the downtown Royal Oak area to sell ads. Unfortunately (reported from Madison "Mo" Ozdych) there were not many "owners" or "managers" available, so many of the businesses just took the information, but did not commit to buying an ad or putting up a poster.
2. Scott said the group's homework project will be to start collecting e-mails.
3. Posters for the show are ready and some were available for pick up at the meeting.
4. We do not have tickets yet. Jeff (sorry, I don't know your last name) said he will look into his workplace to see if printing tickets is something they can do.
5. A discussion regarding the sale of tickets and how will that work was held. There are currently 600 seats in the auditorium. Due to the timing of the production, we will not be having assigned seating for this show. We may offer that in the future when we have more time to understand what is needed to make it work successfully. Patrice suggested checking out West Bloomfield's site to see how they do it.
6. Lawn signs will be here Wednesday. Lisa will drop them off Wednesday after work and the kids can put them together on Saturday.
7. Lawn signs will sell for \$5 each and are 22 x 18 in size.

Directors Report – Ed Nahhat

1. Ed shared the status of where they are at in the production.
 - a. All of Act I is blocked
 - b. Almost all of Act II is blocked – this will be completed by next week
 - c. 11/1 is the date for students to be off book – this is on the website as well
 - d. Adjustments were made to the vocal score to downgrade it from 4 part harmonies to 2 part harmonies. This show is a vocally demanding one and bringing it to 2 part harmonies simplifies it and makes it easier for the cast to learn.
 - e. Ed has cut some dialogue that was not needed in order to keep the show moving along as well as some songs. This will allow the show to deliver the message but keep it moving.
 - f. Ed is having the orchestra coming in for the full week before the show; this allows extra time to run the show will all components.
 - g. Ed shared that all students in the cast will get to be in a fight or dance scene. Having everyone participate makes it fun and a great learning experience.
 - h. Ed shared an idea for a fund raiser, to have the students write, direct and perform in a “student show festival” of sorts between the fall musical and the spring play; potentially the third week in April. Patrice suggested the Booster Board to meet with the Student Officers to discuss further.
 - i. The Spring Play will be held in March (21, 22, 23, 24) and auditions would be in early January.
 - j. Ed said he would have audition cuts available prior to the holiday vacation break.

Additional Notes:

Missions:

- Sell Ads
- Parent Dedication Forms
- Take flyers and post them everywhere