



D.A. Theatre Boosters Leadership Team Meeting
September 26, 2019, 6:30 p.m.
Meeting Minutes

Welcome from Ashley Szczukowski, Co-President of the boosters, and introduction of Michael Higgins, Department Chair.

Mr. Higgins reported that the prescreens were completed and it was the biggest one that they have had. He also reported that auditions for Districts are on Monday 9/30 right after school. He said there are 13 categories plus technical categories and they are limited to send 5 for each group (this is the districts guidelines). He indicated that the New York trip has been approved. It is a trip to New York that is open to 9-12 grades and they will see 12 shows while they are there. Mr. Higgins, Mr. Kemper and Ms. Hammer will all be attending. The cost per student is \$2,500.00 and more information will be coming soon.

Volunteer Needs

Ashley Szczukowski reported that the cast and crew meal will for Guys and Dolls will be on 10/12/19 and the meal is being donated by Chick Fil A. Donations of granola bars, bags of chips or any individually wrapped snacks that can be used during the shows are needed.

Melanie Moore reported on the Silent Auction which will take place on 10/18/19 during Guys and Dolls. She currently needs more to volunteer for the clean up crew and checking out people at the end of the night. There is a sign up genius on the Facebook page. There is also an editable google sheet with a list of possibilities to contact businesses that have not yet been contacted. There were 72 items donated last year for the silent auction and as of right now there are 49 items so they would like to receive more donations. Need to have items by 10/4. On 10/6 they are meeting at Melanie Moore's home to put the baskets together.

Mr. Higgins reported that there is a PR class at D.A. designed to help with publicity so there are no current needs at this time.

Jodie Gibson volunteered to be the Resource Room Coordinator.

The committees made the following reports:

Finance – Margie Sargent reported

Margie reported there is currently \$33,216.00 in the bank. The estimate for the total fair share to be collected is \$57,000 and the current amount collected to date is \$30,000. There were no questions regarding the expenses or finances.

Prepared by: Valerie Gray

Operations

Cast and crew donations were mentioned again. Also, if you know of any businesses that would be willing to donate meals please let them know.

If you need to have a sign up genius set up, please contact Nicole Broward. She will set it up and then send it to you to proof it, once proofed, it will be sent to be published.

Guys and Dolls

School Ticket Sales for Guys and Dolls will be done during lunch on 10/15 and 10/17 between 11:00 – 1:00. Two volunteers are needed each day.

The box office needs one additional volunteer for each night of the show. Patrons check in also needs one volunteer each night. Concession donations and Coffee Bar donations are needed (as a reminder only Pepsi products can be used). There will also be a need for volunteers to work merchandise and concessions each night of the show.

There was discussion regarding which would be better to use Square vs. Paypal. More research will be completed to determine which is the best route to go.

Show Support

Elizabeth Hendry reported that tickets for Guys and Dolls will go live at midnight on 10/7.

Students and patron seats will be blocked off. Again, student tickets sales during lunch will be held on 10/15 and 10/17 from 11:00 – 1:00.

Ad sales deadline has passed for Guys and Dolls, no more ads will be accepted.

Seth Langer will be taking photos during rehearsals. They are currently researching the possibility of having a photo book available for purchase.

Communications - Katherine Yeoman reported

The updated website is now available. Special thanks to Katherine Yeoman for all of her hard work on making this happen.

Need to determine how the postcards with the show schedule will be printed.

Education – Rachel Dorrian and Kristin Grubbs reported

Prescreens and headshots have been completed and went very smoothly.

Mr. Kemper would like to have a Junior Comedy Showcase at possibly Mudville Grille or Strings.

Toni Woods volunteered to work on this.

We are also waiting to firm up the dates from Mudville for the December and May dates.

Sales/Fundraising

Danette Chiatas reported that she has placed an order for additional merchandise. She said that they currently have a lot of cups with straws on hand and she will try to push those. Possibility was discussed of using them for patrons as well.

Currently need a volunteer to head up the poinsettia sale.

Patrons – Marjory Vasquez/Shaylan Sinkler reported

Marjory reported that she will be meeting with Elizabeth Hendry next Thursday to finalize reserved seating for Guys and Dolls.

Target for program to be completed is early next week for Mr. Kemper to review. Donations for desserts for the Patrons Dinner are needed and will be on sign up genius.

Thespians – Charell Thomas reported

Charell indicated that Thespians is led by the faculty. She indicated there is not a lot of parental involvement at the district level. Districts will be held at Mandarin High School on 11/23/2019. She indicated that they would discuss state needs as the time gets closer.