

Heritage High School Drama Boosters Association
Board of Directors Meeting Minutes
Black Box
Wednesday, November 2, 2016
7:00pm

Board Attendees

Julie Sisson, President
Susan Leone, Vice President
Michelle Saville, Vice President
Leanne Littman, Treasurer
Monica Schnicke, Secretary
Mike Hogan, At-Large Director

Other Attendees

Angela Ramacci, Drama Director
Donna Trader, Parent
Michele Pennington, Parent

Apologies

Cleopatra Burke

Call to Order

Ms. Sisson called the meeting to order at 7:12pm.

Approval of October minutes as written.

Ms. Saville motioned, Ms. Littman seconded. Motion carried 4, 0, 1.

Treasurer's Report

Ms. Littman, Treasurer, reported.
*\$39,xxx in checking acct.
*Paypal has < \$1000 and changes constantly.
*Booster membership dues to date: \$2795.
*Old tee-shirt sales: \$45.
*Fall Production fees: \$6,900.
*In-class production fees: \$550.

Officer Reports

*Season tee shirts are now available!
*Ticket leap is ready!

Julie Sisson (President)

*Discussed magnets.
*Shared that she looked into using Amazon link as a fundraiser and learned that we will need to link it to our bank account.

Susan Leone (VP)

*Discussed and agreed to attach Chick-fil-A flyer to Mom's Apple Pie orders on first night of pick-up as a reminder. Details discussed.

*Burger-Fi night earned us \$280.

*Discussed creating a letter for soliciting donations.

*Discussed pie pick-up details. Susan, Monica and Donna will help with receiving and distribution on first day. Also, Dennis has key to the fridge, which we will need to use for 2 nights.

Old Business

*Mike Hogan reported that there is a button on the website for pie-orders now.

*Ms. Ramacci reported that Tuscarora has not responded to her request re: number of seats needed for our ACC show.

*Mike Hogan will bring in 100 sheets of paper for fliers needed for First Friday; each sheet will contain 3 bookmarks.

*Re: costs for printing posters: Cleopatra's company beat Kinko's, so we will go with her company. Julie will write to Cleopatra for the order.

*Leanne sent info to Ms. Ramacci re: accessing google drive.

*Mike Hogan - Wufoo - feedback on Wufoo given to Mike - only a couple of minor changes suggested. Once those are done, Wufoo will be available to use for student bios and ad placement.

*Mike Hogan has \$41 from VHSL concessions for Leanne Littman.

*Mike Hogan asked to bring in Drama boxes used for performances that he has been storing for the Theatre program.

Ms. Ramacci discussed need for Charms for Theatre program.

New Business

*Leanne asked that we all use heritagedramabooster@gmail.com when sending any communications to the community from the Drama Boosters. You do this from Google.

Password: PrideDrama1

*Mike Hogan - Saturday is the first day of set building for ACC. This weekend (Nov 5 & 6) set building will run 9am - 4pm. Mike will be there Saturday working on the platforms. Set building will also occur over the weekend of Nov 12 & 13. That may be all the time available for set building for ACC since Ms. Ramacci has VHSL Finals on the weekend of Nov. 19 & 20 and won't be at Heritage. (15 Heritage students are going to the VHSL finals! All lettered!)

*Michelle Saville (VP) sent an email to parents of cast and crew, but received no responses re: helping with set building. She will send out another email, but this one will also include middle school parents whose children are in ACC. Middle school children will not be permitted to work on the set.

*Michelle Saville (VP) shared that Ashley Ellison will do the layout of the ACC program (Kaleigh Mullin's mom). Julie Sisson will take in the information and Cleopatra Burke will be doing the printing.

*Michele Pennington (Parent) - suggested a contest using the new theatre magnets: if a driver is spotted with a magnet on their car, they can win 2 free tickets to a show. Great idea to flush out further.

Directors' Reports

Angela Ramacci, Drama Director, reported.

*She sent pie order form and tee shirt order form to Harper Park for distribution.

*First Friday - meeting at HHS at 6 pm on Friday; 1-2 parents are needed to go with the kids downtown (Michelle will email parents); kids will hand out flyers in small groups of 2-3 (only 12 will be needed); the rest of the cast/crew will be at Heritage to paint A frames and work on flyers that will go to elementary schools. It was agreed that flyers to all elementary schools in the area would be great. Time commitment should be 6:30-8:30pm.

*Hell Week - Leanne confirmed that there is a checklist on google of what needs to be done for Hell week.

*Ms. Ramacci asked for a good resource for printing photos - attendees suggested Costco as they are quick and affordable. A student from photography class at HHS will be taking photos of the cast and crew.

*Costume crew - Michelle Saville shared that there are 6 people from the parent list who can help with costumes. Death's costume must be hand-made because he will be on stilts.

*Bake-sale - Ms. Ramacci confirmed that Nov. 8 will be the ONLY bake-sale we can have and it must be shared with another group. It will start at 7am. Mike Hogan volunteered to sit at table with the cash box. Students will also be tapped to help.

*Set needs - Ms. Ramacci still needs a 4 poster bed (Scrooge's bed).

*Main Street Theatre will be performing Thoroughly Modern Millie if anyone wants to see it prior to auditions and/or support their program.

Next Meeting: December 14, 2016.

Adjournment: Meeting was adjourned at 9:24pm.