

Heritage High School Drama Boosters Association
Board of Directors Meeting Minutes
Black Box
Monday, December 19, 2016
7:00pm

Board Attendees

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

Other Attendees

Angela Ramacci, Drama Director
Mr. Armstrong, Assistant Principal

Apologies

Jack Krimmel, Choir Director
George Herrmann, Band Director

Call to Order

Ms. Sisson called the meeting to order at 7:09 pm.

Approval of November minutes as written.

Ms. Leone motioned, Ms. Littman seconded. Motion carried 5, 0.

Treasurer's Report

Ms. Littman, Treasurer, reported.

*Pie fundraiser - sold 267 pies - profit was \$1459.04 - most is in the Paypal account - balance is \$5xxx.xx.

*Bank statement balance is \$53,117.30. Still awaiting receipts for various purchases, so balance will reflect those deductions once they are accounted for. Booster board members turned in receipts and appropriate forms for reimbursement today.

*What did we learn about pie sales?

-most people are ordering online now

-most appreciated the drive-up pick-up service offered this year

*What could we do to improve pie sales next year?

-get forms out earlier

Ms. Littman passed out ACC Ticket Sales chart. (Handout)

*1,927 attendees total: 1700 paid - 30 HHS staff bought tickets at door - 21 booster tickets - 136 used Ticketleap to get free membership tickets

*Concessions: \$3738 total (including raffle)

Other financial business:

*Susan Leone - has a \$100 check for Leanne from Chick-fil-A

- *Ms. Ramacci - Charms - costs \$1 per day
- *Leanne had questions for Ms. Ramacci about Villa Roma receipts

Officer Reports

President - Julie -

- *One raffle basket left and Julie has been playing phone tag with the woman (and Ms. Ramacci has reached out also). They will continue to contact her for delivery or pick-up of basket.
- *Julie has been in regular contact with Ms. Holton about season shirts. During the meeting she learned the shirts had just been delivered to her home. Shirts may be brought to parent meeting tomorrow for Millie.
- *Discussed challenges with ACC: #1 complaint was late start of show. Ms. Ramacci explained that the students share before the shows as part of preparation/ritual and that some students became so emotional that it was difficult to start on time. We brainstormed ideas on how to maintain ritual without interfering with professional behavior. Senior students will help direct the group to come up with ideas on how to share and still start on time.
- #2 complaint was sound: many found it hard to hear if they were not in front sections. Ms. Ramacci reports that only 4-5 microphones work. Set made it difficult to have suspended mics. New microphones can be \$1000 each. Ms. Ramacci said the students are learning to project and that is part of the learning process. Discussed putting something in writing about buying tickets up front if hearing might be an issue or only offering tickets in front sections. Still, additional working microphones would be helpful.
- *Lobby went smoothly for ACC. Julie stressed that it was good to have Booster floaters to fill in where there were gaps in coverage.
- *Michelle did suggest it might be helpful to provide dinner for performers when there are double Saturday shows.
- *Loudoun Tribune wrote 2 articles about the ACC performance.
- *Julie's photos and Leanne Littman's brother's photos are on Smugmug.
- *Attempts are being made to get access to yearbook photographer's photos. It's apparently a complicated process. (This should be simplified).
- *Suggestions were made to update concessions with themes. Jersey Mike's?
- *Suggestions for future performances: \$5 student nights? maybe on slower dates/times (i.e. Thursday night)

Old Business

New Business

Approaching...

1) Urinetown

Julie Sisson (President) - Urinetown will run Jan 19, 20, 21

- *Ms. Ramacci has the image.
- *The idea of whether to go with a program was discussed.
- *Ms. Ramacci will talk with Kaleigh's mom re: card/lanyard idea (instead of a program).
- *Ms. Ramacci would like to increase cost from \$5 to \$10. Mr. Armstrong will run this by Mr. Adam. The seats are on the stage. Ms. R prefers that no free tickets be available for this performance. She is also considering extending performance of the show to the following weekend. Tickets will be sold at the door (first come, first serve).
- *Ms. Ramacci will give emails of parents to Michelle so she can request help when needed.
- *Accessible seating for those with physical disabilities was discussed.
- *Set building - Ms. R - Jan 7 & 8 - from 10am on.

- *Strike will be either Jan 22 or Jan 29.
- *Rehearsal on Jan 16 can start at 3:48pm (LCPS student holiday)
- *Hellweek will be Jan 16, 17 and 18 (Mon, Tue and Wed)

2) Millie

- *Ms. Ramacci said that Jack had the image; Julie will get it from him.
- *Parent meeting is tomorrow night (December 20, 2016) at 7 pm.
- *Leanne and Michelle worked on the parent form, adding questions about food allergies, etc.
- *Ms. R - **tentatively**, the performance schedule will be: Thurs pm, Fri pm, Sat pm and Sun matinee for the first week and Friday pm and Sat pm for the second week.
- *Ms. R - there is no set design yet - students want to do it and will come up with it. Set building will be March 25-26 and April 1-2. Possibly 11-12 and 18-19?
- *Julie requested a button instead of a link for signing up to pay; there is a button for "Millie Parent Form"
- *On parent night for Millie, Ms. Ramacci will talk about musicals and the Cappies; Michelle will talk about volunteers (11-13 will be needed each night in the lobby).

Future needs...

- *Feb 2 - Mr. Heritage
- *June 2 - Drama Banquet - River Creek

Leanne Littman -

- *On Cappie night - make sure we have the key to unlock the bathroom that night!!!
- *The swim coach hands out a sheet with instructions on how to sign up for Remind which we might want to adopt ourselves on parent nights.

Directors' Reports

Angela Ramacci, Drama Director, reported. See above.

Next Meeting: Wednesday, January 4, 2017 at 7pm.

Adjournment

Meeting was adjourned at 9:17 pm.