

DEXTER DRAMA CLUB BOOSTER MEETING

January 13, 2022

ATTENDEES

Jennifer Moraschinelli, Karla Butters, Margie Portice, Shannan Shaw, Abby O'Haver, Sheri Meloche, Melissa Gleespan, Heidi Biggs, Stacey Roys, Kerri Hudson, Karrie Carpenter along with Student Officers Toni Butka, Noelle Whipple, Weston Myers, Elliot Portice and Delaney Christy

DECEMBER MEETING FOLLOW UP

- New Thespian lead Karrie McElory – Welcome and much appreciation!
- Footloose banner created by Kyle Sayn is currently being reviewed by Jodi & Erin.
- Maryanne was unable to attend so Jen will follow up regarding having Open Box take the large group shot. Katie Seale will be doing the headshots and Shannan will continue doing all the candid shots.

ROMEO AND JULIET

- Set build. Ready to start painting this weekend! – Toni stated we are doing well with set build and rehearsals, ready for painting this weekend so lots of people are welcome
- Maryanne was unable to attend to update on sponsorships.
- Megan was unable to attend to update on tickets.
- Sheri website – she is all set and will increase the production fee on Saturday morning, and remove the SWAG clothing and Angelgrams. She will retain the presale tickets and the programs for a bit longer.
- Hospitality water & ice – Jen is to send an email and confirm water will be supplied and prepared by Christine (Tech Week) and Karla (Show Week) at the beginning of rehearsal. The students suggested the ASMs can assist and refill the dispensers if needed using the extra water supplied on the table during setup.
- Melissa & Karrie Hospitality Green Room Tech Weekend – they will need to inventory supplies. The number of students will be determined shortly.
- Christine & Karla Hospitality show week – Jen to send a follow up email to Christine about ordering the food and doing an inventory of the supplies.
- Kristin & Kerri Concessions – they need to do an inventory of the items available.
- Abby publicity – Jodi has the banner which needs to be turned in to the city on the 28th to be hung on the 31st. A-frame signs can go up around town on the 31st. There was discussion to arrange for a sign-up genius to get parent volunteers to assist in this endeavor. Community Ed newsletter to be sent shortly, Abby will also be reaching out to Making Waves to see if we can get a write up in there.
- Maryanne & Heidi volunteers – hasn't been set up yet, waiting for contracts to be turned in.
- Margie & Amy SWAG – Jodi to share the file with the shirt maker. Jen will pick up the flowers on Thursday. We need a count for how many posters to order for the students to sign. We also need the emails for ordering shirts for the directors/producers and support people.
- Katie was unable to attend to update on programs.
- Shannan photos – going to take lots and lots!!
- Commercials for YouTube & FB - sponsor posts on FB – Officers have discussed them and are going to make the commercials happen probably during tech week.
- Yard signs will be ordered. Jodi will be ordering 20 of those, shirt design is ready, quantity will be added to the google drive soon. Billboard shots went well!

- Looking into dinner & show options- Jennifer suggested we reach out to restaurants in the local area to have them support our production by putting a poster up in their restaurant for a dinner and show combination package. We would offer tickets for the show to adults with restaurant receipts at the student discount rate. Jen to follow up with restaurants and finalize the details.

GENERAL INFO / RECAP

- Givelively.org / Lavs - Jennifer is still working on it. Jodi is working with the school to get new Lavs which is a very costly expense. This will be our primary focus of any fundraising activity we endeavor.
- Computer for costumes – We have the inventory for the costumes and we now have a new computer, but we are having issues transferring the current software to the new computer. Jennifer is following up with the software contact person to make it happen.
- New York update - TBD due to covid – end of January is the deadline for determining whether we go or not although there was concern for delaying this decision too much longer.
- Post Mermaid totals – Jen brought the account statements for review of the income and expense activity for the show.
- Improv update totals. Tickets sold: 51, Concessions sold: 8 Improv Shirts: 5 – show went well per Elliot and the last of the prior design shirts were sold so they will begin working on a new design.
- Jennifer reviewed her list of Drama Club Moving Parts items that is a starting list of things done. The students suggested a book be made that contains all the actions each booster officer performs which the students have and use for their positions. This allows for a seamless transfer from year to year to ensure there are clearly outlined roles and responsibilities.

2022 BOOSTER MEETING SCHEDULE

Next Booster Meeting – **THIRD Thursday February 17, 2022 starting at 6:30pm due to Opening Night of Romeo and Juliet**

March 10th, April 14th, May 12th & June 9th

2021-2022

President	Jen Moraschinelli	Set Build Coord. Fall	Rick Urbin
President Advisor	Jodi Helmholtz	Set Build Crew	Jeff & Maryanne Leadbetter, Brad Prall, Sunny Beach, Shannan Shaw, Jen Moraschinelli, Noelle Whipple
Secretary	Karla Butters		
Treasurer (acct reporting)	Michael Baker / Jen Moraschinelli		
Drama Director / Advisor	Erin Palmer	Sponsorships Coord. (Sales)	Maryanne Leadbetter
Graphic Design Coord.	Kyle Sayn, Students, Jen Moraschinelli	Sponsor Assist (Post-Sales)	Sheri Meloche
Hospitality- Concessions	Kristin Tomczak Kerri Hudson	SWAG Coord.	Margie Portice Amy Jordan
Hospitality Green Room	Karla Butters Christine Butka Stacey Roys (2022)	Technical Coord.	Michael Baker
Hospitality- Tech Wknd	Karrie Carpenter Melissa Gleespan	Thespian Society	Karrie Carpenter
Photography	Shannan Shaw Katie Seale	Tickets Sales Coord.	Megan Urbin
Programs	Katie Seale	Volunteer Coord.	Maryanne Leadbetter Heidi Biggs
Publicity	Abby O'Haver	Website Coord.	Sheri Meloche

- Highlighted in yellow are those attending this meeting