

# **DEXTER DRAMA CLUB BOOSTER MEETING**

**December 9, 2021**

## **ATTENDEES**

Jennifer Moraschinelli, Jodi Helmholtz, Erin Palmer, Karla Butters, Margie Portice, Maryanne Leadbetter, Shannan Shaw, Abby O'Haver, Megan Urbin, Sheri Meloche, Brad Prall, Melissa Gleespan, Stacey Roys, Kerri Hudson, and Student Officers Shelly Beach and Delaney Christy

## **NOVEMBER MEETING FOLLOW UP**

- The initial update statement at the start of the meeting was the program redesign will remain the current way with the smaller printed copies to be handed out due to the significant cost savings per year and to align with actions being taken in the industry. The topic was raised again near the end of the meeting and the discussion was to have the printed bigger programs available for purchase by parents on-line like the sale of DVDs/SWAG and Angelgrams. Erin expressed her support of pursuing this option and Maryanne, Shannon and Karla agreed to work with Katie to generate a third version of the program. Further direction was provided to this team regarding the specifics for moving forward which will be pursued.
- Show Week Food will remain in the current manner where everyone is offered the opportunity to eat, and food is provided to all. There may be an opportunity to reduce the amount of food ordered so there isn't as much leftover food that needs to be considered. The discussion in last month's meeting was to add a survey question to the contract for students to indicate whether they will be eating so we could get an idea of how many students will participate to obtain a more accurate head count with less leftovers and waste.
- Shirt prices will not need to increase this year as there is no need to make money on them. Margie reevaluated the current cost and we will be fine in the near term but may need to adjust pricing next year.
- Providing a Code of Conduct has been requested by the school district to include GPA, attendance, behavior & consequences. This is currently in process and a draft was sent to Erin and Jodi for their review. They will forward a copy to Maryanne and Karla for their review and feedback. The goal is to implement the policy before this production.
- Fundraiser Givelively.org was discussed briefly but is still being investigated.

## **AREAS WE NEED HELP**

### **Thespian**

- New Thespian lead? We need someone to fill this position which is a once-a-year commitment for the festival and then helps with awards. Katie McElroy and Shannon Shaw may be interested in filling this position, but more information is to be provided for their consideration.

### **Improv Person for 17th**

- Need an adult to attend the Improv Show to be there with the students. The students run the ticket sales and concessions and Jennifer will get the cash box ready. The person needs to arrive at 6pm, stay until the end, and count the money after the show (until approx. 8:30pm). Brad volunteered to be here.

## **ROMEO AND JULIET**

- The graphic design is all set for this show. Shelly and her Father are working on the design for the shirts as the other graphics are complete. Discussion occurred regarding a Dexter graduate who can be utilized for future shows which sounded like an excellent opportunity. Erin pointed out to be sure to inform the person

there are rules and font sizes for certain shows that he will have to adhere when working on the design. All in attendance supported the use of this new individual for future shows.

- Dine to Donate date at the Dexter Pub is set for January 26<sup>th</sup>. Everyone should support the club!
- Booster Support:
  - Set build - Noelle is the Production Stage Manager (PSM). Possibly meeting Tuesday (didn't work due to Parent meeting originally scheduled but was set for Monday) to prepare for Saturday December 18<sup>th</sup> set build. By the 18<sup>th</sup> the stage will be clear. Noelle and the students will oversee getting a handle on the inventory of items we have. There will need to be a plan developed prior to that Saturday.
  - Maryanne will reach out to obtain new and continuing sponsor support. The students are going to do commercials that can be posted on their YouTube channel to make up for not having the streaming.
  - Megan is working on the tickets and pre-sale order form. We need to make sure the pre-sale form states there is a limit (of 5) to the amount of pre-tickets that can be ordered.
  - Sheri will work on the website updates which need to be ready next week. The Forms and Information need to be on-line shortly.
  - Hospitality Green Room & Tech Weekend: We will need to get the food ordered once we have a total student count and will need to inventory the supplies.
  - Kristin & Kerri Concessions – We will need to inventory the items for sale.
  - Abby publicity – Will need helpers for delivering and setting up the A-frame signs. There was discussion to utilize maybe had a sign-up genius to allow parents to volunteer to deliver and pick them up. The posters need to go up no earlier than two weeks prior to the show and the permits have been approved for the banner also which will go up January 31<sup>st</sup>. There is not going to be a Teaser Day for this show.
  - Margie & Amy SWAG – just need the shirt design to proceed. Randy has retired so we need someone to do the head shots. Jodi had reached out to have Katie do the head shots. Maryanne will reach out to Christy, with Open Box who sponsors us, and see if she is willing to volunteer her time to do the big/company shots. Shannon will also be doing the random photos during the show week. Katie Seale will do the virtual and programs which led to the discussion noted in the first topic bullet regarding the larger programs to be made available for purchase during sign-ups.

## **GENERAL/RECAP**

- Improv workshop show was postponed occurring at the same time as the Dec 17<sup>th</sup> Improv Show – Everyone is encouraged to attend!
- New York update – Jodi stated there are new rules impacting the New York trip. Everyone needs to be fully vaccinated and provide proof of vaccination to attend public indoor activities per the latest New York City regulations.
- MTI re-cap - Jen has report – pretty good money with lots of donations!

## 2022 BOOSTER MEETING SCHEDULE

**Next Booster Meeting – Thursday January 13, 2022 starting at 6:30pm**

February 17<sup>th</sup>, March 10<sup>th</sup>, April 14<sup>th</sup>, May 12<sup>th</sup> & June 9<sup>th</sup>

### 2021-2022

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

- Highlighted in yellow are those attending this meeting