

DEXTER DRAMA CLUB BOOSTER MEETING

February 7, 2023

Attendees: Danielle Ritchie, Angie Beach, Sheri Meloche, Brad Prall, Jennifer Moraschinelli, Heidi Biggs, Jen Fillion, Melissa Gleespen, Andria Athoen, Amy Jordan, Kerri Hudson, Kristi Treat, and Miriam Rossow

Meeting called to order at 6:30 p.m.

Recent Updates:

- **Descendants Set Strike:** Jen M. will oversee set strike while Mrs. Palmer attends a meeting for the Michigan Thespian chapter of the International Thespian Society. Jen M. will meet ahead of time with Mrs. Palmer to get a project list together and gather any special instructions. An order was placed for Classic pizza, and will be picked up at 5 pm by Rob M.
- **Food for between shows on Saturday:** Planning on some Costco sandwiches, salad and chicken. Jen M., Jen F. and Andria A. volunteered to pick /supply food for any students who wish to stay at school between the shows.

Show Updates:

❖ **Improv Show:** March 3, 2023 7-9pm. Jen F. will help with concessions for this show.

❖ **Descendants updates:**

Hospitality- Concessions: Costco order should be delivered by Feb. 8th. Still need to purchase coke & water. Jen M. will bake some cookies and apply Descendants flair/emblems to sell at the SWAG table for \$3.00 each, as a fun item for the students.

Hospitality Green Room snacks/ water station: Going great!! The Sign-up genius is working very well for the snack table. Thank you to the parents for the donations!

Hospitality- Tech Weekend: The food/meals for tech weekend went great!!

Publicity: On track for the show!

- Billboard - Including an advertisement in the Sun Times Newspaper instead of the usual billboard for this show.
- Small banner- DDC created a small banner and Dr. Timmis gave approval to hang it at the roundabout near Creekside. Thank you, Heidi!
- City Banner (check and art approval) - The banner is up downtown and looks great! There was a discussion about whether we should just hang a banner at Creekside in the future. The cost would be less than the city banner but we are not sure if we have approval to hang one for every show. Heidi offered to ask Dr. Timnis about future shows. Will likely continue with the city banner, but would be good to know all of the potential options.
- A-Frames - Look great around town!
- Yard Signs - Still have 5 that need to be placed in yards.
- Posters - Hung around town!
- Teaser Day Schools - All set per Heidi, thanks Heidi!! We added Jenkins preschool rooms this time to the list.
- W-4 Country Radio - Confirmed Heidi: on at 7:40 am.
- Community Flyer – Done

- Digital marquis at Creekside - It is up! Thank you to Hope Vestergaard for help with the marquis and community flyer
- Making Waves newsletter- Upcoming Making Waves newsletter gives a “behind the scenes” look at DDC. There’s a video coming out soon. Thank you, Melanie and Dia for taking the time to highlight DDC!

Set Build: The Set looks great, thank you Brad, Sunny and Brent!!!

- Casters- There were some MAJOR caster issues with this show. Several of the set pieces have had to be rebuilt during show week. There was a discussion about making sure that the casters are matched to the proper hardware. There are several different kinds of casters in the scene shop.
- Scene Shop- Organized the scene shop ahead of set strike, and it looks great!
- Equipment/Saws- Sunny is looking into newer, safer options for saws used for set build
- Furniture- SOLD: Chair and Bar from Romeo. Still have sofa and matching chair for sale but have some interested potential buyers.

Volunteer Coordinator: New method for volunteer sign-up (sign-up genius, or “SUG”) is going well. There was a discussion about who the SUG’s currently go to within the drama club (parents vs. boosters) and it was suggested to add the Boosters to the “front of house” sign-up list for visibility and to make sure spots are filled for show weekend duties.

Sponsorship Coordinators:

- Thank you- to the Chelsea Area Players, and Dexter Postal + Prints for sponsorships/discounts. We have been able to make Dexter Postal + Prints our one-stop shop for Publicity items.
- Shout outs- to Sponsors on Social Media platforms: Danielle volunteered to help with posting shout outs on our Dexter Drama webpage

SWAG Coordinators:

- SWAG rack - At the last show, the older SWAG was displayed on a clothing rack and worked well! The rack is stored in the FLATS room.
- Re-order on shirts- The SWAG arrived with the wrong color by mistake. It is being reordered in purple (instead of safety green) with green writing. We ordered 5 of each size in short sleeve, long sleeve and hoodie. If students ask to exchange their swag, they can get a purple item instead. Otherwise, the new SWAG will be for purchase.
- School store- The school store reached out and asked if they could be open during our show, so we will give it a try. It should work out well to have both SWAG and the store open during the show weekend.
- Hearts and Flowers- Pick up Friday 2/10 by Jen M.
- PayPal- Jen M. got the Paypal QR code/set up for the SWAG table for electronic sales. We are hoping to use Paypal for SWAG and Concessions (even with the fees), although cash is still the preferred method.

Tickets Sales Coordinators:

- Tickets- Ticket design is in the works.
- GoFan- Will try out the GoFan app for ticket sales, as a potential new method for electronic ticket sales at the door. Will have the QR code posted at the ticket table. There will be a \$1.00 fee per \$10 ticket and \$1.75 fee for the \$15 ticket to use GoFan. If GoFan works well for this show, plan to advertise it more broadly for future shows.

Website Coordinator: Unfortunately, the DDC Website was hacked (corrupt files and links) and had to be rebuilt. Although we received a non-profit discount, there was a cost associated with the website rebuild.

Photography: On track for the show

- Candid photos - Additional photographer (Mrs. Prall) helped with candid photos. The candid photos are available on the website and may be in a different place than before the rebuild, but they are there!
- Headshots- Brian Hobbs is all set to take the Headshot photos
- Company photos- Elisa Schulz Photography will do company photos on Sunday, Feb. 12th at 12:30pm.

Programs: In progress, no updates at the meeting.

Meeting Adjourned: 7:45 pm

❖ **Date Reminders:**

- Film Festival May 12th
- DDC Award Gala June 9th.

❖ **The Sound Of Music (Open to HS - Cast, Crew, Pit).** April 27, 28, 29 @ 7pm and 30 2pm.

- Auditions: Feb 21st

❖ **Improv (Open to HS & Middle School).** March 3rd @ 7pm

2022-2023 Meeting Dates: First Tuesday of the month (all meetings scheduled to start at 6:30 pm in the Media Center): **March 7 April 4 May 2 June 6**

2022-2023

President	Jennifer Moraschinelli	Set Build Coord. Fall	Jen Moraschinelli, Brad Prall, Sunny Beach
		Set Build Crew, Winter	Jen Moraschinelli, Brad Prall, Sunny Beach, Brent Sedlar
Secretary	Stacey Roys	Set Build Crew, Spring	
Treasurer (acct reporting)	Michael Baker/Jen Moraschinelli	Sponsorships Coord.	Jen DeGregorio, Kristi Treat, Andria Althoen, Jen Moraschinelli
Drama Director/ Advisor	Erin Palmer		
Graphic Design Coord.		SWAG Coord.	Amy Jordan & Miriam Rossow
Hospitality- Concessions	Jen Fillion, Danielle Ritchie	Technical Coord.	
Hospitality Green Room	Stacey Roys & Kerri Hudson	Thespian Society	Karrie Carpenter Angie Beach
Hospitality- Tech Weekend	Karrie Carpenter Melissa Gleespen	Tickets Sales Coord.	Sheri Meloche & Angie Beach
Photography Candids	Kate Seale, Brian Hobbs	Volunteer Coord.	Heidi Biggs
Programs	Kate Seale	Website Coord.	Sheri Meloche
Publicity	Heidi Biggs		