

# DEXTER DRAMA CLUB BOOSTER MEETING

November 1, 2022

**Attendees:** Jennifer Moraschinelli, Stacey Roys, Danielle Ritchie, Karrie Carpenter, Kerri Hudson, Heidi Biggs, Brad Prall, Kristi Treat, Andria Althoen, Miriam Rossow, Angie Beach, Shelley Beach, Averi Rose, Kennedy Lint, Kate Rossow, Diego Reyes, Owen Carlson and Emily Prall

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

**Boosters' paperwork:** All submitted. Thank you!

## Projects list/ Scene Shop UPDATE:

- Platforms: Should we pick a Saturday before 3D to get this done in advance of the set build for Descendants? Set build coordinators will look at calendars to see if it is possible to meet and work on platforms.
  - Set design for the Descendants musical has been determined. Should we have a meeting soon? The set build timeline will be fairly tight, and there is a castle as part of the design. There was a discussion around some possible new volunteers recruited to help with the set build. No dates were decided/proposed at the meeting.
  - 8 platforms will be reconstructed and 8 will be filtered out for parts as needed. One board purchased and ready to be assembled. STILL IN PROCESS.
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- **Theater Manager:** Owen Brooks is the new CPA Theater manager! He is learning a lot about all aspects of the CPA. While he is learning, the boosters and students are available to help. In the interim, the DDC will not be loaning out any items to other groups.
  - **Improv Show:** Scheduled for Friday, November 11th. The student officers will help with admission, with a hand stamp for entry. Jen F. and Danielle will help with concessions.
  - **Swag rack** – A few ideas were discussed for SWAG displays during shows. One idea was to possibly hang up the clothing to increase visibility (on a clothing rack). Another idea was to create t-shirt quilt with t-shirts from past shows. Danielle Ritchie has a potential contact person for the quilt idea.

## ❖ **The Lion, The Witch And The Wardrobe FEEDBACK: Fantastic Show!!!**

**Hospitality- Concessions:** The initial numbers for concessions were very positive. The students were a huge help as well. A few suggestions came up to make things a bit easier: having multiple cash boxes and including dividers in the cash box to organize the money a bit better.

**Hospitality- Green Room:** The food from Busch's was well received by the students, with good vegan/vegetarian options. The snacks for the Green room were light at first, but increased over the week. Thank you to all parents who donated food! The students appreciate it! We cut back on the amount of ice in the water/ice coolers to have more water available. A cooler would be good to have for donations of cold items.

**Hospitality- Tech Weekend:** The food for show weekend went over well. The students requested more breadsticks on pizza day. Another suggestion was to try Hotel Hickman for the next show. They have some good vegetarian items and several students work there.

**Publicity:** Publicity did an excellent job getting the word out! Just need to pick up the Banner and see if any posters placed at businesses need to come down. There was a discussion around whether students or parents should hang posters at businesses, and which ones are ok with posters. The students suggested having a bonding event that would include hanging posters. Heidi will coordinate with the student officers on the next steps.

**Volunteer Coordinator:** The new sign-up format for Front of House volunteers was helpful. The priority was ticket sales, with more flexibility to move volunteers around to where help was really needed on show days.

**Set Build Coord. Fall:** Set Build went well overall for this production. One challenge was having the right number of students for each set build. The last set build had the most students of all, with the fewest parent volunteers. There was a discussion about how to balance the workload with volunteers. Also, it would be helpful to have a tech workshop on how to assemble casters on platforms. There are a few parents who came to set strike that might be good additions to the set build team.

**Sponsorships:** The sponsorships team was very successful in bringing in sponsors, with approx. \$6,400 raised this year so far. The team will be sending out thank you letters and reaching out to any sponsors who did not pick up their show tickets soon.

**SWAG:** The LLW SWAG sales sold almost everything (only 6 shirts left). The general SWAG was ordered with 3D items. The autographed posters seemed to sell as well as the non-autographed ones.

**Tickets Sales:** Approximately 1,200 tickets were sold, with online (Venmo) sales of almost \$2,000. Still looking into other options for electronic ticket sales but all have some sort of fees.

**Website:** No updates.

**Photography:** Candid photos are available on the website for download anytime. The Headshots and company photos went well!

**Programs:** The program was awesome! We had 276+ clicks on the QR code. The students suggested different ways to potentially increase clicks on the QR code for future shows: announcing it during intermission, while handing out programs, or just prior to the show start.

❖ **3D Series (Open to HS & Middle School)**, student directed. November – Thurs. 17, Fri. 18, Sat. 19 @ 7pm and Sun. 20 @ 2pm.

**Set Build Crew** - New member, Brent Sedlar?

- o Minimal assistance and only if asked. Mostly student run.
- o Publicity crew is painting the large A-frame on Saturday, 10/29 @ 12-2pm.

**SWAG:**

- o Shirts (designed by Erin Palmer) were ordered on 11/1/2022.
- o Posters (designed by Kaitlin Hemholtz) were ordered at Postal Prints (60) on 10/30/2022.
- o Posters will be signed for each director.
- o Confirmation from florist was still pending as of 10/27/2022.

**Hospitality- Concessions:** There will 2 intermissions per show over the show weekend. The concessions items have been ordered.

**Hospitality- Green Room:** There will be an ice/water station with snacks. Heidi will create volunteer sign-up for the whole week. Jen and Danielle will check into the “end of day” doughnuts from Dexter Bakery as well.

**Hospitality:** There will be approximately 70 students total each day.

Tech Weekend ONLY: Sat. 12<sup>th</sup>, @12-8pm, CALLED: Company of The Final Rose, Barbara's Barbershop, and Conflict. Sun. 13<sup>th</sup>, @12-8pm CALLED: Company of Latin Aeternus, The Brothers Grimm Spectaculathon, and Bushes of Love.

**Ticket Sales:**

- o No pre-sale tickets for 3D.
- o Will Call list: will include student directors in list of tickets at will call (2).
- o Tickets were ordered at Postal Prints (1,200) on 10/30/22

**Photography:**

- o Candid: Need a list of each student so that a photo can be taken for everyone.
- o Headshots: Brian Hobbs taking photos on 11/14/2022 and 11/16/2022
- o More photos will be printed: 7 boards - 1 show per board with description. Plus, one board with all shows.

**Programs:**

- o Program will include bio's and sponsors, but no angelgrams. The QR code will be emphasized more, to encourage more clicks. The students also have suggestions for ways to let people know about the QR code (see above).
- o Sponsors will be included since they are already done for the season. Plus, some contribute more items for this show.

**Website:** Video and forms. Shirts short sleeve \$15 and posters \$5. All posted.

**Publicity:**

- o No banner, no teaser day, no small A-Frames, no yard signs.
- o Posters and the Large A-Frame are created for this show.
- o FB postings & Flyers are in the works.

**Volunteers:**

Parent Sign-Up Genius Lists will be created for: Front of house, Set Strike, Company party, Poster Distribution, and Green Room table.

**Thespian Society update:** Hotel space being reserved by Jodi. Averi and Kaitlyn have been registering students for the Thespian Festival. The forms are only able to be filled out by students. Reach out to the Thespian Leads for assistance.

- ❖ **Improv (Open to HS & Middle School).**
- ❖ **Disney Descendants The Musical (Musical Open to HS only),** directed by Erin Palmer. February - Fri. 10 @ 7pm, Sat. 11 @ 2pm and 7pm and Sun. 12 @ 2pm.
- ❖ **The Sound of Music (Musical Open to HS only),** directed by Erin Palmer. April - Thurs. 27th at 7pm, Fri. 28th at 7pm, Sat. 29th at 7pm, and Sun. 30th at 2pm. This performance has a pit orchestra.

**2022-2023 Meeting Dates:** First Tuesday of the month (all meetings scheduled to start at 6:30 pm in the Media Center)

December 6  
January 10  
February 7

March 7  
April 4  
May 2

June 6

**2022-2023**

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