

SPPA 9.11.2019 Booster Meeting Minutes

- Meeting start time - 7pm, meeting end time 8.:15 pm
- Attendees - Lauren MacBlane, Jennifer Shively, Linda Kurtz, Corky Ford, Lisha Levin, Marci Good, Anna Kate MacBlane (Thespian Honor Society Representative)
- Introductions
- Lauren provided an overview of this year being a transition year for the boosters -
 - Changes
 - Moving to a traditional booster org that will support Godwin Theatre
 - School added Mr. Reeves as assistant director and will add a student house manager in addition to Student Director and Stage Manager. Will be drawing on student/teacher community for support (shop for set, photography for headshots, etc)
 - Godwin will work to own production (set build, costumes, hair and makeup)
 - Boosters/cast and crew parents will do -
 - Hospitality -feeding production community during specific times during the production. Will use local restaurants (Lauren has a list of restaurants that provide reduce prices), will ask people to bring water bottles, will reduce overall support here as needed based on volunteer/donation options.,
 - Concessions - we will try to decrease cost of concessions (type sold, get donations, sell popcorn),
 - 50/50
 - well wishes,
 - playbill/ad sales,
 - cast party - Corky offered for Spring Musical but we also discussed paring this back. Anna Kate felt student interest in this is not as high as we would think. Kids are tired. Suggested that after the last production of the play, they all go to iHop if they want. Maybe have a short gathering after the last musical production at school.
 - SPPA Goals - discussion/
 - Increase Booster Membership - Corky will announce at Parent's night at todd's two classrooms. Lauren will announce at PSTO meeting before parents go to classrooms. Lauren will provide Corky of list of ideas from last year. We also anticipate increased membership because the overall school program is growing.
 - Lisha suggested we assign one student per class to hand out booster packets to ensure all parents are aware.
 - Increase parent involvement
 - Production parents - Lauren will be presenting parent involvement as mandatory for cast/crew. Lauren provided form for todd that captures parents contact info as a required form in order to audition. She needs to find out how that went and gather parent names.
 - Lauren will be talk at parent night - PSTO meeting in the auditorium - who we are, positions we need (treasurer, Secretary, general volunteers for our various fund raisers, yard sale date (donations, co chair, workers) - solicit volunteers and donations
 - SPPA Production Support withdrawal - we plan to let the school come to us for help versus giving it to them - we want the students and school to own. Lauren has discussed this with Todd, Leigh and John and they are on board

- Props will be an exception if we have a parent that will assist - Lisha will assist this year. She can solicit props from the parent community as well as from contacts she already has. Corky also has contacts. Angie Jett also had mentioned if we need anything specific, she has contacts.
- Set build help will also be an exception - the boosters will work to get parent support to help build the sets as needed by the theatre department.
- If Todd/John do need any help, the boosters will always do our best to support any specific needs.
- We will not be providing parent support back stage during productions - the kids don't need the help and there will also be a student house manager and John R as new resources. We will focus volunteer efforts on concessions, well wishes, 50/50 etc.
 - How to make meetings only include board/committee members - did not discuss
- Consider setting fundraising goals (increase stipends, production clinics, thespian festival support, etc) - lay the groundwork this year - we touched on this but did not dig in.
- Increase Fundraising/new Fundraising ideas
 - Dance - Marci reviewed her ideas for the dance - Potential date 2.22.2020, home theme, \$10 tickets, co-effort between choral and theatre boosters, student led (kids from each group), focus on community involvement b/c Deep Run stopped running their big dance event, raffles, concessions, DJ, focus on donations
 - Corsages for Homecoming - did not mention did not discuss
 - Cameo in product - briefly mentioned but did not discuss.
 - Kings Dominion - briefly mentioned but did not discuss.
 - Revitalize Papa Johns/ Innsbrook after hours - briefly mentioned but did not discuss.
 - Also discussed was continuing to do the Wine Tasting.
 - Spirit days - we need to be sure we are doing all the advertising we can - Thespians will put up on new display board and on board outside Todd's office. What else is done and what else can we do? Can kids put it in their insta story?
- Increase ticket sales
 - Publicity - Jen, Lauren and Michelle West will connect in the next few weeks to focus on publicity
 - Discussed offering discount tickets to senior living facilities. There seems to be an interest in this from the residents
- Form stronger partnership with Thespian Society (fundraising assistance, increase student involvement in productions, etc) - Anna Kate stated the students are ready to go with this. She also discussed a bit about the students wanting to do their own fundraising so we talked about booster supporting their efforts where possible
- Booster name change discussion - Godwin Theatre Boosters - everyone agreed this would be a good idea b/c SPPA is confusing. Lauren will draft a plan.
- Update Website to add more booster information (when are meetings, what kinds of projects do the boosters do, what do the kids do, etc) - everyone agreed more information would be a good idea.
- le 10/16 (Linda Kurtz)

- Yard Sale - 10/16 (Linda Kurtz) - Lauren will mention at PSTO, Linda will be engaging Thespians to volunteer to help collect donations, work the event. Linda will work with Jay on social media publicity.
- Budget approval - Linda and Corky approved the budget. I reviewed the reason we have a receivable amount from the school - boosters reimbursed parents for production related expenses, expecting to get reimbursed from the school. The School can only reimburse parents directly so will pay for certain expenses throughout the year until receivables balance is zero. The budget is set up to track this.
- Treasurer's report - reviewed treasurer's report. Noted that the receivables balance is \$50 lower than the budget receivable total because I had completed the report before I realized we had a \$50 expense that was paid after 7.1.2019 for a spring 2019 musical prop rental (Angie Jett) so this will be added to the receivable total.
- Almost, Maine parents meeting 10/17 and 10/18
- Thespians Apprentice update from Anna Kate
 - They are thinking of having the students already have points before they can join as an apprentice
 - They had their meeting the first week of school so light attendance.
 - It seems that some kids did not know about the meeting - how to improve this? Maybe have the first meeting the second week of school instead?