

Stage Booster Minutes
East Grand Rapids High School
December 14, 2010

In Attendance: Karan Petkus, Robin Easley, Mary Ellen Baker, Marjolijn van der Velde, Pam Steers, Jan Lewis, Julie Gotch, Dianne Redford, Tom Carroll, Lena Kremin

I. Welcome and Introductions – All welcomed and introduced.

II. Minutes – Julie read aloud the minutes of the November meeting. They were approved, with the adjustment of \$75 from \$125 to \$200.

III. Treasurer's Report – Tom Carroll reviewed the budget report. The framing expense listed was from last year. Also, delete the \$122.80 banner expense from November as it was reported twice. In reducing the budget this year (to compensate for the reduction in revenue last year), each category was discussed and reduced. We are now finding that we need to make a mid-course adjustment and take a closer look at the traditional expenditures in each category to make a more informed decision about what percentage to cut from each area in order to maintain the maximum amount of support possible while reducing expenses. Tom will be getting a list of the past 2 years' expenses and will use them as a guideline to propose an adjusted budget. The money from the small CD is currently still in the checking account because the interest rate is so low on CDs it didn't make sense to renew it. The \$1000 PAC gift was discussed, in particular the timing of the disbursements. In previous years the disbursements were made before all the fundraising was complete. It made more sense to the members to disburse the gifts after the fundraising was complete, in order to eliminate the guesswork as to the amount that would be raised. It was decided we would give Pam the funds at the end of the school year as the budget is closed. Pam would put the funds in the school account and report back to the Boosters how the funds were used. Pam had an invoice for \$588.95 for mic heads for the fall show. The Boosters will pay this invoice now and decide on the balance of the \$1000 PAC gift late in the year, depending on fundraising efforts.

IV. Director's Report – Pam Steers reported. There will be four shows rehearsing the first week of January.

- A. Stratford Trip – Tickets are set and ordered.
- B. Don't Drink the Water – The production has been moved to the Little Aud. Betsy will modify tickets.
- C. Phantom of the Opera – We were awarded \$1,000 from the Arts Council. No money was received from the GR Foundation. 150 fundraising letters will be sent this month or in early January to supports of the arts, Grand Rapids businesses, supporters of Art Prize, etc. This is the first time Pam has tried this. The goal is to raise \$10,000 to cover special effects. There will be 4 shows, with the ticket prices raised to those of Les Mis - \$6, \$10, \$15.
- D. Three Musketeers - We may have lost money on this show, but are OK because money was left over from "Our Town."

V. Drama Club – Lena Kremin reported. Drama kids are very busy with all the shows in rehearsal. The Crispy Cream doughnut sale went very well. The Drama Club is not in debt any more.

VI. Committee Reports

- A. Membership – No new members to report. Pam will send cast lists for the current plays to Karan to contact for potential membership.

- B. Publicity –Jan Lewis mentioned that ad sales have been down the last 3 or 4 years, especially for the fall play. The musical always sells more ads. She suggested that if people want the photos used for personal ads returned that a stamped return envelope be collected with the ad info. Lynne Clarks name was suggested as a person who would design ads for the programs. Jan stated that the ad deadline for the musical is the Friday before spring break and asked that the kids be told and reminded.
- C. Tickets – No report.
- D. Food – Julie thanked Marjolijn for coordinating the food for “The Three Musketeers.” Marjolijn acknowledged and expressed appreciation for the help of fellow parents.
- E. Web site – Jan reported that she has been in touch with Harry and Pam about some conflicts with photographing the show. She is scheduled for jury duty the week of Harry’s show. She will also be out of town for the one act and will contact the director about photos.
- F. Concessions – Bottled water was sold at the Musketeer performances and we made about \$28. It is an easy way to make a little extra money.
- G. Framing – Pam mentioned that we have run out of space for displaying the shadow boxes in the PAC. We are also out of room for photos in the Little Aud. We need to think about what to do with the older shows as new ones are hung. The hallway by the dressing rooms was a suggestion to consider.
- H. Performing Arts Benefit – Karan suggested a Murder Mystery. Friend of hers does them. She thought we could do them for a ticket fee of \$50-75 depending on how it is set up. Julie reported that she had talked with Janet Kremers, president of Music Boosters, about sharing the proposed dinner before the Phantom show(s). We could also do the Murder Mystery as a Stage Booster only fundraiser. Karan will do more research and report back. The committee will need to meet soon to finalize plans.

VII. Old Business – A) 501(c) status - Julie reported that they are still working out the details of 501(c) status. It will not work to go under the PTSA because we would have to use their board and give up all control. Tom is working with Kevin Phillips and is hoping to hear back from him soon. The Music Boosters have the same issue and would like to resolve the issue in the same manner we do. B) Spring fundraiser – Julie reported that Janet Kremers (Music Booster president) had also had the idea to purchase chandelier crystals to sell as a fundraiser for Phantom. The idea was well received and Tom suggested Julie appoint a parent volunteer to head up the fundraiser.

VIII. New Business – Marjolijn suggested we have a specific strategy for the use of the money from the large CD. It was originally set up as a rainy day fund to provide temporary funding, as a stop-gap 1 year provision of funding for some of the productions if they were cut from Pam’s budget. When the officers meet to re-work the budget they will identify what the funds are set aside for – specifically what they would cover. Pam will provide the officers with cost information.

Next meeting: Tuesday, January 11, 2011 (2nd Tuesday of the month); 7 PM. Prior to this meeting the officers will meet to review the budget and the fundraising committee will meet about spring fundraisers.

Respectfully submitted,

Robin Easley for Jennifer Pohlman, Secretary