



LaVilla Theatre Boosters Inc. Meeting –

Minutes Date: March 2, 2026 at 6:30pm

Location: Virtual Meeting

Carrin Simmons, Co-President	X	Miranda Slocumb, Co-President	X
Michael Danhour, Treasurer Co-VP	X	Amber Jubinsky, Secretary Shadow	X
Latoya Scott, Secretary	X	Aubrie Tanner, Merchandise	
Lisa Maddox, VP Communications	X	Aaron DeCicco, Thespians	
Faye Hedrick, Patrons Co-VP		Tiffany Hartley, Patrons Co-VP	X
Tamera Grove, Co-VP Fundraising		Vicky Lane, Co-VP Fundraising	X
Sheila Winkler, Show Support Co-VP			
Mike Dillon, Concessions VP	X	Aaron Simmons, Concessions VP	
Jason Collins, Teacher		Abbie Malkewitz, Teacher	X
Amber Amerson, Teacher		Michelle Lebkuecher	

Open Meeting:

Meeting called to order at 6:32pm by Carrin, Co-President

Board Updates:

- Dominica has had to step back as Co-VP of Communications, so Lisa is the only Communications VP. Actively looking for another person. Amber will help until we have a new Board member.
- Carrin reviewed and edited the Bylaws for clarity and included updates to associate memberships, virtual meetings, Article 3, Article 7, and officer positions. Miranda will review the draft before it is sent to the full Board for review. Once approved and signed, the updated Bylaws will be filed with DCPS.
- **Open positions Current & for 2026/27:**
 Treasurer - critical for next year once Mike rolls off
 Silent Auction - immediate need
 Show Support - immediate need
 Merchandise - Aubrie rolling off after this year
 Communications - immediate need
 Special Event Coordinator - Aaron DeCicco may fill this role in 2026/27

Committee Reporting:

Secretary - LaToya Scott

- Motion to approve February meeting minutes by Lisa followed and seconded by Mike. Minutes approved with no corrections.

Finance - Mike Danhour, Treasurer

Financial Report – February 2026

- **Revenue:** \$13,666.64 – Primarily donations (\$11,000), but also FSCJ tickets, cast & crew party/shirts, membership fees, patrons/ads and interest income (\$280.64).
- **Expenses:** \$921.27 – Spring show and department expenses
- Ending Cash Position: \$128,576.73 (\$12,122 increase from prior period).
- Many of the donations have a related liability for future expenses (e.g. Artist in Residence fee)
- Over budget in revenue due in large part to fundraising by Ms. Amerson
- Expenses are within budget and expected to come in on target this year
- Propose implementing regular sweeps of excess funds into the money market account to maximize earnings. Mike will draft an addition to Article 7 of the Bylaws authorizing the Treasurer to rebalance funds between the organization's accounts to maintain a target balance in the cash account.
- Need to update bank account signers to remove Aaron DeCicco and add Miranda Slocumb

Communications - Lisa Maddox

- Beetlejuice - 32 tickets sold – We will open up 20 more seats and Ms. M will check with the box office on availability
- Artificial flowers are still needed. Continue to promote.
- Crew list needed for Soundscapes to open up t-shirt orders – waiting for confirmation from students for availability (will have by tomorrow)
- Promoting banquet sales on March 23 – parents/guardians only, two guest maximum (8th grade) & one guest maximum (6th and 7th grade once open)
- Spring Show volunteers needed – tickets (2), concessions and merchandise (2-3), Patrons (beginning at 3pm) (2-3)
- Send out Cut Time notification to remind parents about the cast/crew deadlines for Spring Show

Patrons & Special Events: Tiffany Hartley

Patrons Status / Spring show

- 59 attending as Patrons/extra tickets
- Need to know what tables are available and if we can access the Black Box as early as 3pm
- Need Spring Show budget for food and décor – (2025 Spring Show was roughly \$1,500)

Show Support: Miranda Slocumb

- Posters delivered last week to Ms. A
- Programs will be finalized tonight and sent to the printers tomorrow
- Bouquet sales – send reminder via Cut Time next week before deadline

Merchandise: Aubrie Tanner

- No updates

Fundraising: Vicky Lane

- No updates

Concessions: Mike Dillon

- Concession donations are coming in, but continue to push on CutTime and socials

Special Events: Carrin Simmons

8th Grade Banquet – May 9th

- Banquet Committee – led by Courtney Burch (General population parent running it this year, but it is a responsibility of the Board. Next year, it may require a Board member to coordinate.)
- Volunteers needed! Especially Board members without 8th graders
- Next meeting 3/5/26
- Slide Show – Aubrie
- Food – Vicky
- Décor - Faye

Other Business: Carrin Simmons

Teacher gifts – end of year

Need ideas for personal gifts – e.g. spa day/massages

Collect additional ideas – dinner gift cards?

Meeting concluded at 7:55pm

Minutes submitted by: Amber Jubinsky