



Drama Booster Meeting - MINUTES

Date: May 6, 2024

Location: Community Location

Carrie Simmons, President	X	Keri Rogers, VP Show Support	X
Dan Hendrick, Treasurer (rotating out)		Rachel Gunter-Shapard, VP Concessions, Banquet (rotating out)	
Michael Danhour, Treasurer (rotating in)	X	Sean Skinner, Co-VP Concessions (rotating in)	X
Indy Greer, Volunteer Coordinator		Amy Hessler, Co-VP Concessions (rotating in)	X
Emily Carpenter, VP, Communications, Banquet, Social Media (rotating out)	X	Rebekah Hutto, VP, Merchandise (rotating out)	X
Amanda Ferrelle, Website Chair, Co-VP Communications (rotating in)	X	Emily Foltz-Holland, Secretary, Newsletter (rotating in)	X
Tiffany Knight, Co-VP Communications (rotating in)	X	Brooke Zaner, VP Merchandise (rotating in)	X
Gina Rogers, Social Media (rotating in)		Sara Lynch, Thespians Chair (rotating in)	
Amber Kissinger, VP, Patrons & Special Events	X	Vicky Lane, VP Fundraising (rotating in)	
Angela Turk, VP, Fundraising, Banquet (rotating off)			

Open Meeting:

-Meeting called to order by Carrie Simmons at 5:48pm by Carrie Simmons, President.

Open Board Positions/New Member Vote/Review & Executive Update By-Laws:

-Carrie shared a copies of bi-laws and initiated a vote on the proposed board of directors positions for 2024 - 2025. Rebekah Hutto made a motion and Emily Carpenter seconded the motion to approve the proposed board members, as listed below.

- President:** Carrie Simmons
- Treasurer:** Michael Danhour
- Secretary:** Emily Foltz-Holland
- Vice President, Communications:** Amanda Ferrelle & Tiffany Knight
- Vice President, Patrons & Special Events:** Amber Kissinger
- Vice President, Show Support:** Keri Rogers
- Vice President, Fundraising:** Vicky Lane
- Vice President, Concessions:** Sean Skinner & Amy Hessler
- Vice President, Merchandise:** Brooke Zaner
- Volunteer Coordinator:** Indy Greer
- Thespians Chair:** Sara Lynch

Recruitment: the board was advised to actively recruit parents through the summer and into the fall to shadow chairs for future board positions.

Committee Reporting:

Secretary - Emily Foltz-Holland

-The April meeting minutes were reviewed and approved.



Finance Treasurers: Dan Hedrick & Michael Danhour

-Michael reviewed and discussed the financial review for the month. The budget expenses are anticipated to come in under the revenue.

-Tiffany inquired re: 5013(c) status, recommending that the board consider filling and advised that she will follow up with exploring this option.

Communications: Emily Carpenter

-An initial contact was made with the 6th grade parents in the form of a welcome email, which requesting parents to fill out the parent contact information.

-Emily called for a vote on the expense of \$1.99/month for extra google storage. The request was motioned by Tiffany Knight and seconded by Amber Kissinger to approve the request.

-Emily met with co-VPs, Amanda and Tiffany, to conduct a warm handoff and pass over the board communications functions.

Patrons & Special Events: Amber Kissinger

-No Updates

Show Support - Keri Rogers

-Keri advised City Group sent an email stating that they anticipate not keeping up with the demands of printing services, which was countered this with potentially exploring what it would look like to absorb some paper costs. Programs historically have been free and will likely not continue, which will impact the budget. Advised that we need to consider back-up options, such as QR code, charging for add design, charging for programs, etc.

Merchandise- Rebekah Hutto

-A discussion was held regarding going fully online for merchandise sales and having links for online store. Discussed possibly changing the company of printing to lower costs. Merch sales were noted as good at the 6th grade orientation and many items have sold out; will need to re-order new stock. 100 planners were pre-ordered.

-Mike inquired re: the process for tracking stock sales to monitor velocity of sales.

Fundraising: Angela Turk

-No Updates

Concessions: Rachel Gunter-Shapard

-No Updates

Volunteer Coordinator: Indy Greer

-No Updates

Thespian Chair: Empty Seat

-No Updates

Faculty Update:

Theater Teachers not in attendance.

Next meeting scheduled for August 2024 when school resumes.

Minutes Submitted by: Emily Foltz-Holland, Secretary