



Drama Booster Meeting - MINUTES

Date: June 22, 2024

Location: Virtual

Carrin Simmons, President	X	Keri Rogers, VP Show Support	
Michael Danhour, Treasurer	X	Sean Skinner, Co-VP Concessions	X
Indy Greer, Volunteer Coordinator	X	Amy Hessler, Co-VP Concessions	X
Amanda Ferrelle, Website Chair, Co-VP Communications	X	Emily Foltz-Holland, Secretary, Newsletter	X
Tiffany Knight, Co-VP Communications	X	Brooke Zaner, VP Merchandise	X
Gina Rogers, Social Media		Sara Lynch, Thespians Chair	X
Amber Kissinger, VP, Patrons & Special Events	X	Vicky Lane, VP Fundraising	X

Open Meeting:

-Meeting called to order by Carrin Simmons at 7:00 pm by Carrie Simmons, President.

Board Vote:

Non-Profit - Vote to file for Lavilla Theatre non-profit status - A motion was made by Amanda and seconded by Tiffany to moved forward with 5013(c) status non-profit status.

Committee Reporting:

Secretary - Emily Foltz-Holland

-The May meeting minutes were reviewed and approved.

Finance Treasurers: Michael Danhour

Financial Review of the year was provided and a new proposed budget has been drafted.

Theater Education Contribution - increase enrichment fee - After a discussion of a proposed theater education contribution fee increase, a motion was made by Michael and seconded by Emily to move forward with increasing the enrichment fee by \$25.00.

Patrons Fee - increase membership fee- A discussion as held and a decision was made to discuss further next meeting.

Incentive - offer incentive to pay early - A discussion was held, but no decision wad made this meeting.

Communications: Amanda Ferrelle

Communication Status Review:

- **Gmail**

- **Parent Communication** - Amanda prepared a flier for the new student orientation & returning student orientation, which will be provided and posted to social media.

- **Social Media**

- **Discuss and develop a method for cohesive communication through social media sites & email (can be done off-line in small group)**

Patrons & Special Events: Amber Kissinger

-No Updates



Show Support - Keri Rogers

-It was reported that we will no longer receive free printing and will need to budget for printing and/or move to a QR code. Further discussion will need to be held.

Merchandise- Brooke Zaner

A new merchandise vendor was identified to provide on-line capability. The vendor is *The Shirt Guru*. The on-line store will be accessible to students and parents year round as well as provide the Theater Department access to bulk orders. The profit margins for the online store range from 8-40%. There are no upfront fees and discounts are provided for bulk orders with free delivery to the school. Parents will pay standard postal rates for shipping directly to their home. A vote was motioned by Michael and seconded by Keri to move forward with the new vendor, The Shirt Guru.

-Online store will be active in the near future

Fundraising: Vicky Lane

-Begin prep for Silent Auction - Fall & Spring productions

-Food vendors for cast and crew feeding to assist with Show Support

Concessions: Sean Skinner & Amy Hessler

-No Updates

Volunteer Coordinator: Indy Greer

Needs: 7/29 & 7/30 New Student Orientation 1:30 - 3:30 board members only

-8/8 Returning Student Orientation 8:30 - 4:00.

-Open to parent volunteers

-Two board members on shift throughout the day and to count funds at the end of the day

-8/19 Theatre parent meeting 6-7 - all board members

Thespian Chair: Sara Lynch

-No Updates

Faculty Update:

Room 128 cleanup - next week

Next meeting scheduled for August, location TBD.

Minutes Submitted by: Emily Foltz-Holland, Secretary