

## **Falcon Drama Emergency Board Boosters Meeting**

### **Minutes – October 16, 2006**

Attendees:

Ms Germanos, Mary, Peggy, Sally, Susan S, Kerri, Carol, Diane

The meeting was called because in a phone conversation with Ms G Blake High School said they had a contract with Disney to be the first in Maryland to produce High School Musical. There was some concern over this, but by the time of the meeting it had been determined that there was no reason for concern, as we have a legal contract with MTI to perform HSM on specific dates set forth in the contract.

The meeting was held anyway to discuss the large number of responses to the Girl Scout Event. There were 200 girls registered when the event was announced closed, but 200 more were already in process.

In addition, Dr Hamilton has said he cannot reimburse the boosters for the royalties we paid for HSM. Kerri has spoken with a CPA who knows of no reason why the school can't reimburse a 501 c3 corporation for expenses. This still needs to be discussed with Dr Hamilton.

In preparation for a meeting with Dr Hamilton I agreed to put our financial information in Quicken to make it easier to put together financial statements. At the time of this writing the financials are complete through 9/30/06.

### **Ticket Sales**

Mary had talked to Brian at MTI to ask about the ticket quota. We have paid for 600 tickets for 8 shows which is 4800 tickets. It doesn't matter if the shows are not balances. If we go over 4800 tickets we will just need to pay an additional fee. We need to be sure to hold seats for MTI. Seeing as this is the first production in MD, they may be interested in seeing how it comes out.

There was a discussion of record keeping for ticket sales. Because MTI needs to know number of tickets, and because we sell tickets for varying prices, it was agreed that we need to keep a ledge to record the number of adult and student tickets sold. In the past we were only concerned about the amount deposited and not necessarily the number of tickets sold. Diane is going even further and recording who purchased the tickets. In the event anyone loses a ticket or has any other problem with a ticket, she will be able to tell what tickets they paid for.

### **HSM Cast Party**

Dr Hamilton had nixed the cast party but Ms G didn't know if that was just because it was off site and a school function. The question is, is it all right to have a cast party in the cafeteria (and call it an awards presentation?). If not, can the boosters sponsor a cast party, and if so, can it be in the cafeteria?

## **Girl Scout Event**

We will need a lot of help just directing the large numbers of people (415 girl scouts and the accompanying (2 per troop) adults.

I have since met with Susan and here is the plan:

The Brownies will spend half the time in the cafeteria and half the time in the back hallway (upstairs and downstairs).

So at one time there would be approx 100 Brownies in the cafeteria, 50 spread out in three groups in downstairs E hallway and 50 girls spread out in three groups in upstairs E hallway.

The Juniors will use G151 and the media center. Approx 100 Juniors will be in three different groups in the media center, fifty at one time in G151 and 50 in three different groups in the hallway upstairs and downstairs of the media hallway.

There was discussion of having four different check in sites, but I think we will just have everyone check in outside the front door and then move to their respective starting locations.

Ms Scott's dance room will not be used as shoes have to be taken off and that will take too much time. Some troops will be bringing their lunches. They will check in at 11 and eat before workshops begin at 11:30.

Next booster meeting was set for Nov 5<sup>th</sup> at CiCi's at 6:00 (election day and the school is closed)