

Falcon Drama Boosters Meeting

Minutes – December 4, 2006

Attendees:

Ms Germanos, Diane, Mary, Sally, Donna, Carol, Ann, Kerri, Diana, Susan, Gary

HSM Wrap-up

To all committee chairs: Please write up a word doc including what worked and what didn't so we can keep records for future shows. Please send to carol.lamb@comcast.net, who will keep the information available for future volunteers.

Concessions

Ann reported a decidedly profitable and smooth running concessions endeavor for HSM. Gross proceeds were \$3635, supplies \$1080, for net proceeds of \$2555. This was divided, \$1275 to Chorus Boosters and \$1280 to Thespians (this wasn't exactly resolved last night, but I believe the thespians receive the proceeds.) It was calculated that over 50% of the audience purchased something.

Future recommendations:

Only water and non-chocolate candy be sold as it was near impossible to keep sodas and food out of the auditorium.

In the future cast members will be required to bring in, as assigned, either a case of water bottles or a box of candy for resale. Ms Germanos will give out the assignments to the cast of the One Acts, and notify Kerri so she can post to the website.

Concessions should be held in the cafeteria, thereby slowing the flow into the auditorium (maybe they can finish their candy by the time they make their way back to the auditorium?) The conflict with the need for cast parties to be in the cafeteria was raised, but it was agreed that concessions could be set up close to the auditorium side of the cafeteria and a barrier could be created between concessions and cast party arrangements.

(Side note: Ann is missing her cooler and will check with Parrish. All other coolers were successfully returned to their owners.) (Another note: does anyone think we ought to purchase coolers for concession use?)

Hospitality

In light of the fact that the Falcon Drama Boosters require no membership fee, all agreed that requiring (asking) cast members to contribute to concessions is fair and right. That also goes for hospitality. Assignments can be made for cast members to bring in water and snacks for the cast.

A discussion ensued about whether snacks are really necessary during shows. There seemed to be a general consensus that animal crackers and pretzels in the big containers, along with oranges were good snacks to have for the cast. Other things create too much waste and mess.

To limit this discussion it was asked that anyone with any thoughts on the matter, please send an email to Diana at imaginepeace@cablespeed.com. (Diana, can you just report next month if you receive any responses?)

Kerri would need to be notified of any assignments made so she can post to the website.

Scout Day

Susan reported that the day started out a little rough because of the changes that needed to be made due to lights not being on in all parts of the school. However, when things got underway they seemed to go smoothly and there was a lot of positive feedback.

Leaders did request fewer activities and more break time, especially if the timing goes over lunchtime as it did this year.

Susan received several thank you notes from scouts that will be copied to be shared with MTI as well as the cast. The girls loved the show.

All of the patches that were ordered ended up being used or sold to troops who attended the show without attending scout day.

There were boy scouts that would have liked to have been part of the program. There are program activity blocks to having them at the same event, but they could have been able to buy the reserved seating on scout day. We also could advertise it as Girl Scout Day instead of Scout Day to avoid the confusion/disappointment.

One problem with the sheer numbers we had was the number of adults and siblings who came to pick up their scouts towards the end of the show, filling up the back of the auditorium past fire code limits. In the future, we need to keep those people in the lobby to wait for their scout.

Next year we might be able to get the Naval Academy Scouts to help with the event. They have already indicated an interest in working with local youth and it might be a perfect match.

Sound

Gary reported that there were two main problems with the sound in HSM. The first was microphone reception – interference from a variety of sources, including heat in the auditorium, and factors beyond anyone’s control, and the second was practice time for the sound techs. There was a lengthy explanation of reception issues which I am unable to duplicate here.

When asked if there is any financial/equipment support that the boosters can provide, Gary was grateful for the offer but felt that the equipment was not at fault.

Tickets

Diane thanked all those who helped her: Sally from taking on the security/ushering part of the job that in a small production is fine to combine with tickets; Donna with helping with daytime sales and printing extra tickets, and especially Kerri for being her right hand in the whole process.

Diane shared the ticket proceeds and those expenses associated with tickets. (HSM took in over \$50k....which should keep the drama dept in the black for several years.)

Major to-do item: The seats in the auditorium have been labeled but insufficiently for reserved seating purposes. We will need to print up oval labels, if possible, or use sharpies to relabel the seats, so that each seat has a unique identifier. (Currently each of three sections is labeled the same way.) We will need someone to commit to spearheading this endeavor.

Programs

Charlie has agreed to do the programs for RnR.
For next year: at the end of the summer, beginning of the fall we will need to have someone head up sponsor ads. Donna did a terrific job this year, and actually got more ads than last year.

When people are willing to be a sponsor, they often have a logo, but it is not in usable format for the program. Ms Germanos will contact the business department to see if there are any students who would be interested in transferring a sponsor’s copy (in whatever form we receive it) to the correct format that can be used in the program. If students can do this step, then we will need someone to oversee the sales of sponsor ads, as well as oversee that the ad

gets to the student, and the final formatted copy gets to Charlie (or whoever does programs next year.)

Reimbursements to the boosters for drama expenditures

Kerri has written a very clear explanation of our situation and Ms Germanos will forward that to the auditing/finance department of the AACPS. We will wait to see the results from this before approaching MTI about further royalties owed.

Rock and Roll Revival

Due to 5 sold out shows last year and the fact that we have lost approx 200 seats in the auditorium, an additional show has been added. The Sunday of the first weekend will have an early matinee and an early evening performance (1pm and 6pm). This should avoid sports conflicts and a late evening on a school night.

Ticket prices are going up to \$12 for RnR to defray the higher costs of the production. As a compromise for students wanting both cheaper tickets and unreserved seating the first performance will be \$10 and open seating.

Ms G thanked the boosters for all of the response when she was having trouble finding a band director. Thanks to information passed on by a booster member, she found a new band director that due to his age, location, and musical interest, may be a match that lasts a while. There will be a smaller band, however, for space, volume and supervision requirements.

Dr H had indicated he doesn't want there to be a participation fee associated with performing in a school production. We are hoping that a line at the bottom of the form that the kids need to return with money for the t-shirt, cast party, luncheon, and music cd of their songs, we could add that if the cast member has a problem with any part of the fee to please see Ms Germanos, and either she could waive the fee for that student or the boosters could cover the fees. It was also discussed that these items should be considered part of putting on the production and should be covered by ticket sales.

If anyone is so inclined it would be nice to find out the following:

What exactly is the school (or aacps) policy on students leaving the school when here for an all day rehearsal or two performances? The answer affects the luncheon policy and whether it should legitimately be a cost of the production. (Understandably it creates a nightmare if students leave and don't come back on time, but that's different from actual school policy.)

Also, the fact that the Seniors use their t-shirt in one number during the production seems to indicate that at least the seniors' t-shirts should be covered by the production.

State and National Theater Festivals

Unfortunately the timing of the paperwork required for the state festival is problematic. Ms Germanos does not receive the paperwork until mid December, and it is due shortly thereafter. Ms Germanos will let Kerri know when the paperwork is available so that she can post it to the website so that parents can help facilitate the paperwork being turned in right away.

Because she won't know whether HSM will be accepted to the State Festival, she doesn't know whether to include the HSM cast members in having the opportunity to attend the State Theater Festival. Also, if HSM is not accepted, then we would bring the winning One Act play. But that play (and the cast involved) won't be known until January 6th.

This year the plans are to spend Friday night at the festival to enable watching the full production that one school puts on, as well as to minimize travel back and forth, so that the students won't miss any of the performances or workshops. However, spending the night with the whole cast of HSM is too problematic (and expensive.)

Ms Germanos stated that the only way anyone could attend the state theater festival would be to enter in to one of the competitions, or presumably be in the show that gets taken to the festival. Yet, since no one can know in advance what show will be selected, it's difficult to know who should apply to attend.

Recap of Action Items:

- All committee chairs need to submit their notes for future shows to Carol.
- Correct this if I'm wrong – Ann, can you make the assignments for cast members to bring items for concessions for the One Acts? Give to Ms Germanos to distribute, and to Kerri to post on the web.
- Anyone with thoughts on snacks for the cast during tech rehearsals and shows: send to Diana, who will report back in January.
- Someone needs to commit to spearheading effort to get the seats labeled correctly in the auditorium.
- A prototype of the form for the fees requested from cast members for RnR needs to be approved by Dr H before distributing at the cast parent meeting (need someone to commit)
- Ms Germanos will let Kerri know as soon as the State Theater Festival paperwork is available so that she can post to the website.

- Kerri will post announcements for the following meetings:

Future Meetings:

January 2 Falcon Drama Boosters, in G151, 7:00. Even though thespians will not meet until the following week, we will keep our meeting as planned, to prepare for the next meeting and cover any open issues.

January 4 Mandatory RnR Cast Parent Meeting, in cafeteria, 7:00. Ms Germanos will be busy with the dress rehearsal of the One Acts, but will come in to greet parents and then we will run the meeting.

January 16 (no school on Jan 15) Additional Falcon Drama Boosters meeting to begin working on enhancements we want to put in place this year (black box theater, ticket booth, dressing room enhancements) For this we need an enticing announcement on the website to attract all comers! (Any volunteer to come up with copy for Kerri?) This meeting will need to be plugged at both earlier meetings in January.

Please let me know if you would be willing to taking on any of the jobs listed.
Thanks!