

Northview Theatre Booster Meeting Minutes

December 11, 2012

Attendance: Michelle Tebary, Jennifer Froelich, Stella Wohlgamuth, Chris Apel, Beth Woodbury, Christine Abbott, Debbie Nolan, Julie Hoffman, Don Wachowiak, Kevin and Lorrie Cesarz, Sandi Towns, Helene Szczerba, Jennifer Vizina, Joan Bruggemann

1. **Director Comments:** deferred until later in meeting.
2. **Financial Report:** submitted by Sandi Towns and reviewed. Noted was a \$300 contribution from Fabric of America Fund, \$500 from Band Boosters and \$50 from Joan Bruggemann will forward thank you note.
3. **Minutes:** motion made by Sandi Towns to accept minutes from October and November 2012 meetings was seconded by Stella Wohlgamuth. All approved.
4. **Sound Of Music-Wrap-up:**
 - a. T-shirts: no issues
 - b. Cast Appreciation (locker signs, goodie bags): After extensive discussion regarding issues with goodie bags, it was decided to discontinue the assembling and distribution of bags for future performances. Beth Woodbury volunteered to do locker signs for upcoming production of "Bad Seed". During the discussion on cast appreciation, several concerns were raised regarding new parents who wanted to help out but were never contacted. Beth Woodbury has generously volunteered to act as a "new parent liaison". All efforts shall be made to provide a welcoming environment for everyone.
 - c. Program Ad Drive: concerns were voiced over decreased ad sales over recent years. Various reasons were discussed. Jennifer Vizina has volunteered to oversee the process for the upcoming production.
 - d. Program Production: Jen Froelich commented on adhering to the deadline for ads and bios worked well for this production and that the deadline should be strictly upheld for future shows. No late ads or bios will be accepted, as fair time and notice is always given. Lori and Kevin Cesarz suggested that all print materials (flyers, t-shirts, programs, press releases etc.) could be done by the I-Media class. This would allow more students to be involved and would provide real world experience for the students. Mr. Wo voiced concern that he would not have the time to oversee these students. Helene Szczerba, Lori and Kevin Cesarz and Mr. Wo will meet with Tami Blue of the I-Media class to discuss possibilities. The Cesarz

have graciously volunteered their expertise to assist in any way possible.

- e. Tickets: all went well; no problems. Please refer to attached Ticket Sale report submitted by Jen Froelich.
 - f. Stargrams/Flowers/Merchandise-it was reported that the number of Stargrams was grossly underestimated at 200. Copies needed to be made before intermission of first night. Notes have been made to correct this before next performance. Otherwise, sales were very good.
 - g. Cast/Crew dinners: no complaints; all went well.
 - h. Strike Food: went well. Only issue was that the pit was erroneously counted for strike, so there was extra pizza.
 - i. Photography: nice job. Effort was made to have more crew pictures.
 - j. Volunteers: again, it was noted that a better effort needs to be made to have volunteers contacted and made welcomed.
 - k. Cast party-Many thanks to Chris and Bob Apel for hosting a successful party!
5. **Area Thespian Conference-Sat. Dec. 15, 2012:** at Springfield High School. Area schools participating include: Toledo Christian, Anthony Wayne, Toledo School for the Arts, Springfield and Northview (which will have at least 10 representatives attending).
6. **Winter One Acts-Friday Feb. 1st and Sat Feb. 2nd**-Drama club currently soliciting and accepting scripts. A date change has been requested for show; most likely will not change.
7. **State Thespian Conference-Friday March 1st-Sunday March 3rd, 2012:**
- a. Food- Christine Abbott and Sandi Towns: final food form completed with deals and prices. Please refer to attached copy. KC Deli/Catering on board for Saturday spaghetti dinner. A \$500 deposit has been made. Water will be only available beverage for dinner. Early estimations are that there will be 4 to 5 seating's for dinner. Form stating hours of usage of cafeteria to be completed and submitted to school staff. Mancy's Italian and Chef Marcel are possible choices for Director Dinner with final decision to be made soon. Mr. Wo was advised to over order vegetarian meals for lunch, due to past records. All expenses will be submitted to Scott on state board.
 - b. Volunteers-Stella Wohlgamuth: 23 volunteers to date, including 10 alumni. We will be using the "Volunteer Sign-Up" website which will be managed by Stella. Housing for All Ohio show participants: current responses allow for 20 students. Will continue working on procuring accommodations for rest of participants.
 - c. Hospitality-Joan Bruggemann: compiling list of local businesses and churches. Still have not received information from Holly re: what is required for room. It is noted that there will be a second

hospitality room-art room- for our volunteers. This room has an exterior door.

- d. Publicity: no report.
- e. Hotels and Lodging: done; no change.
- f. Set-up/Clean-up-Jennifer Vizina: discussion of signage that needs to be displayed.
- g. Directors comments:
 - 1. Cost of weekend for our students will be \$30.
 - 2. Adrianna Valdaz has been chosen for costumes for the All Ohio tech crew.
 - 3. Natalie Szczerba and Chad Singer will be auditioning for All Ohio production of Rent.

8. Fundraising:

- a. Wendy's: It was reported that they are currently restructuring their community program and are no longer offering monthly donations. Nothing has been communicated to us yet, but, we will remove the monthly notification from our website until further notice.
 - b. Village Inn: nothing currently planned
 - c. Max and Erma's: nothing currently planned; check from August 2012, not received yet.
 - d. Ad Sponsor on Tickets: not discussed at this meeting
 - e. Program Ad Sales: discussed in prior notes
 - f. Theatre Patrons: not discussed at this meeting
9. **Communication:** frequent checking of your email is key to our communication and success. If this method does not work for you, please contact any board member. We will make any and every effort to get information to you.

NEXT GENERAL MEETING: TUES. JAN 8, 2013 7:00P-BLACK BOX

NEXT STATE CONF. MEETING: TUES. JAN 22, 2013 –BLACK BOX

Minutes respectfully submitted by Joan Bruggemann, 12/12/12