

# Stage Booster Minutes

## East Grand Rapids High School

### March 8, 2011

**In Attendance:** Karan Petkus, Robin Easley, Mary Ellen Baker, Marjolijn van der Velde, Pam Steers, Julie Gotch, Tom Carroll, Marshal Lillich, Lynn Clark, Susan Weiss, Diane Petrakis, Suzanne Nowak, Tracy Wenger, Carole McDonald, Irene Middleton

**I. Welcome and Introductions** – All welcomed and introduced.

**II. Minutes** –The minutes of the February meeting were approved, with the adjustment of the dates for the e-Bay auction to read March 10-20.

**III. Treasurer's Report** – Tom Carroll reviewed the budget report. In February we received new members, plus two more today, which puts us over in our expected income for membership in our budget. The \$300 in Miscellaneous is money from Phantom fundraisers. It is just parked there for now and will be transferred to the Drama Department for Phantom expenses. We need to try not to co-mingle Phantom expenses with Booster expenses. We have paid three of four photography bills. Varsity letters have also been paid. We expect more expenses soon. Checking account balance is \$2,402.63.

**III. Director's Report** –Pam Steers reported.

A. Stratford Trip –The deadline for applications is April 15. Would like 30-35 people.

B. Phantom of the Opera – So far \$9,788 has been raised from underwriting and advertising. We need to raise \$15,000. An email reminder will be sent to parents reminding them that ads are due before spring break. Pam is still working on the cast party location. She will add orchestra parents to the list.

**IV. Drama Club** –There was no Drama Club report.

**V. Committee Reports**

A. Membership – We have received new members in February and March and have now exceeded our projected income from membership dues in the budget.

B. Publicity –Tracy Wenger reported that she is meeting with someone at the Grand Rapids Press to talk about a series of short articles. Tracy will do 90% of the work. The articles will be put on line and will try to get them in the newspapers also. Pam reported that Tim Dody from TV17 will come next week to do a piece for a new 5:00 show. He will come back in April to see how the show has progressed.

C. Tickets – Pam added a disclaimer to the ticket order form recommending the show for ages 10 and up due to the length and possible disturbing images.

D. Food –

E. Web Site -

F. Concessions –

G. Framing –

H. Thespian Points –

I. Education and Scholarship (Chair needed in Spring) –

J. Performing Arts Benefit –

K. Thespian Awards – A form was circulated asking for volunteers to help with the awards ceremony on May 3 at 7:30 PM.

**VI. Old Business** – a) 501(c)(3) status - Julie reported that the application for 501(c)(3) status is progressing.

b) Chandelier Crystal Fundraiser and 50/50 raffle – An order form for Crystals was passed out and comments were made. It is to be given to cast and crew to allow the committee to produce and deliver the crystals prior to the performance dates. The raffle raised \$178. The money may have been partially merged with ticket or Chandelier money. There is a bundle of cash and checks locked in Pam’s room that is less than the \$178 raised.

c) Pre-performance dinners for Phantom – The desserts, beverages and paper products have all been donated. A flyer will be placed in all ticket orders mailed out. It will also be emailed to all ticket orders placed on line. Information was included in the program for the Melodies in March concert.

d) Formalizing of “Cushion” funds and conditions under which they are used – A proposed amendment to the by-laws was read and discussed. It dealt with how much money the president could move from the funds to the budget. It was suggested that a second amendment be written to specify clearly what the cushion funds are to be used for. The two suggested amendments will be written and presented at the next meeting.

e) e-Bay auction – The auction starts March 10. Promotional cards have been placed at local coffee houses, etc. Attendees were asked to save boxes and bubble wraps for mailing items after the auction. A boxing party was scheduled for Tuesday the 22<sup>nd</sup> and Wednesday the 23<sup>rd</sup> (if needed) at 7 PM at Lynn’s house.

**VII. New Business** –

a) Facebook page – A Facebook page has been created for the Stage Boosters.

**Next meeting:** Tuesday, April 12, 7 PM (2<sup>nd</sup> Tuesday of the month)

Respectfully submitted,

Robin Easley for Jennifer Pohlman, Secretary