

Footlights Meeting Minutes September 19, 2015

Attendees: David Sailer-Haugland, Rebecca Grothe, Dan Grothe, Marianne Hageman, Mike Dorn, Mary Fischer, Heather Nelson, Nancy Selander, Sarah Wille, Mike Kneer, Barb Sykes, Becky Nelson, Dave Nelson, Steve Bennett, Vicki Stafford, Carrie Bowers, Christina Erickson, Cathy Carter, Elaine Johnson, Luann Quayle, and Mary Brown

Financial Report:

- Joel Fischer is our Treasurer this year
- \$12,845.38 in checking account and \$200.17 in savings account
- Vote passed (16 for, 0 against) to pay additional \$200 stipend to choreographer

Program:

- Sonja Dapper designs Programs for the shows
- Footlights sells Ads in Programs as fundraiser.
- Ads are due by October 5th, artwork and money. Can use a business card for ad if no artwork is available. Ads will run in all show programs for year.

Photography:

- Mike Dorn and Annette Huot-Link will take photos at rehearsals.
- Need volunteer to make photo posters to hang outside of theater prior to shows.

Communications:

- Facebook Page: RAHS Drama – post upcoming event & pictures
- Facebook Group: RAHS Thespians 2015-2-16 – closed for students/directors
- Facebook Group: Roseville Drama – open for general announcements from directors
- Website: RAHSDrama.net – post schedule, upcoming event & pictures

Box Office:

- Steve Bennett is running the box office this year and is looking for a volunteer to learn for next year.
- Show tickets are sold on-line and via voicemail prior to day of show, and in-person night of show

Concessions:

- Sarah Wille, Mike Kneer and Barb Sykes coordinate concessions.
- Discussed raising prices of all concession items to \$1 each in hopes of making things more stream-lined and increasing profit. Will try \$1 for everything for the Footloose show and see how it works.
- Discussed recording price per item when purchasing for this show so profit margin can be tracked.
- Need to make additional keys for the cabinet so that Box Office, Treasurer & President have access.

Balloon Stars:

- Mary Brown will coordinate
- Set up separate table in lobby to sell – need 1 volunteer
- These will be sold this year until inventory is gone from last year.

Public Relations:

- Mike Dapper handles press releases in community papers and websites
- Mike Kneer handles Facebook updates along with photo updates by Mike Dorn, Annette Huot-Link & Mike Dapper
- Brett Rogers handles Listserve notification for shows to school publications

Tech Week Dinner:

- Steve Bennett is coordinating dinner for Monday. He will organize pizza & parent volunteers to help
- Brett asked if we would also provide dinner on Tuesday. Steve is working on options other than pizza (like subs)
- Mary Brown will check with AltStage to determine if they want food for Tech Week.

Volunteer Sign-up Genius:

- Carrie Bowers creates the Sign Up Genius for show volunteers.
- Reviewed needs for each function and will add additional people for fundraiser and usher for each show

Fundraiser Benefit will be on Oct 24 from 5-7 pm in RAHS Cafeteria (following AltStage show):

- Goal is to raise about \$4000 from Silent Auction, Fund-a-Need, Dinner and Program Ads.
- Silent Auction items needed! We need baskets, gift cards from local businesses, services, etc. Contact Mary Brown if you have questions.
- Fund-a-Need raises money for crew and set needs. Working with Brett to allocate where funds will be spent. Contact Mike Dapper if you have questions.
- Dinner will be pizza, desserts, beverages and assorted concessions. Steve B will coordinate pizza & desserts, Sarah & Mike K. will coordinate beverages and assorted concessions.
- Dan Grothe has volunteered to create Benefit Poster for Listserve. Mary will send him artwork and PR photos when available. Goal to have it run for 2 weeks before the event.

International Thespian Festival (ITF) Fundraising:

- Legally Blond, Student Run show in April, is main fundraiser for trip.
- Need parent volunteers to organize other opportunities. If you have an idea, please let us know. Will continue discussing ITF fundraising options at next meeting.
- Becky Nelson will organize volunteer time for Canadian Days 2016. Can also do Pizza Ranch Community Night.