



Drama Booster Meeting

Meeting Date:	Monday March 9, 2020
Meeting Time:	7:00 pm
Notes Taken by:	Nicole Jacobson, Secretary
Attendees:	Cyndi Branciforte, Leigh Ann Lemons, Nicole Jacobson, Vanessa Gelinas, Holly Eelman, Maggie Schmitz, Yulia Boyle, Dawn Matthews, Jodie Labovitch, and Laura Gerry
Next Booster Meeting:	May 28th, 2020 at 7pm at Cyndi Branciforte's home

I. Call To Order:

At 7:04 Cyndi Branciforte called the meeting to order.

II. Approval of Minutes:

Nicole Jacobson presented the meeting minutes from the last meeting. Minutes from December were approved by Leigh Ann Lemons and second by Maggie Schmitz.

III. Treasurer Report:

Maggie reported on our Booster Status (501c3). Our EIN numbers are still mixed up. Maggie is trying to sort it out but the IRS is bogged down with taxes. Maggie continues to work on dissolving the business number so we just have the Non-Profit number.

Maggie estimates that we will have \$9,000 in reserve at the end of the year.

IV. New Business:

1. Winter Booster Activities:

Leigh Ann Lemons/Vice President reviewed the past winter booster activities. Dinner theatre was a huge success. The event brought in nearly \$1,800 for the scholarship fund.

Yulia Boyle/One Act Coordinator reported on her suggestions for next time

She suggests:

- Meeting with the food coordinators in advance and assign specific jobs
- Have better signage for the special food; gluten free & vegetarian
- Have more desserts (we ran out this year)
- Create a better system for distributing the Grams
- Reminding volunteers that they need to stay to clean up until everything is away

The boosters discussed the idea of taking monetary donations to buy items. Pros and cons were presented. We will re-evaluate with the next event.



2. Coordinator Guidelines:

Leigh Ann presented a discussion of what level of Coordinator Guidelines we need; a loose script to encourage coordinator autonomy or more of a “script” with specific duties outlined. Leigh Ann will clean up the guidelines per suggestions.

3. Soap Operas:

Jodi Labovitch/Soap Opera Coordinator gave her feedback. She reported the job can easily be done by one person.

4. Improve shows:

Improv Competition occurred in February. Vanessa Gelinis reported that the event was very successful. Oakton’s team won the competition. Next Show: May 29th.

5. Update for Spring Musical coordinator:

Musical Coordinator will be Laura Gerry. Leigh Ann will give Laura the coordinator guide and talk with Laura about details. Candy Grams were discussed. The group presented some new ideas to Laura for the Musical.

The Sign Up Genius was discussed. Cyndi will send Laura the sign up from past year as a guide. We agreed to get sign ups out after Spring Break.

6. Musical ticketing:

Cyndi Branciforte discussed ticket sales for the musical.

Cyndi will set up a date for e-tix and the codes for ordering. The boosters agreed on a schedule for ticket sales.

Go Live dates are as follows:

- Booster Pass Holders: 3/30
- Cast and Crew: 4/1
- General Public: 4/6

V. Director’s Report:

1. Vanessa Gelinis updated the boosters on the Spring Musical;

“Merrily We Roll Along”: April 30, May 1-2, May 8-9

The musical team would like to use Projections for musical. This technology will need a Mac computer to run the Qlab software. The booster members offered ideas for obtaining a Mac Computer. Cyndi suggested we use booster money to purchase a Mac computer for the Drama department. Vanessa will explore some options and report back to the Drama Board.

2. Vanessa reported on the plans for the Fall shows. She is looking at Oakton Elementary and Vienna Community Center for possible locations for shows.

Upcoming class events:

Synetic Theatre is coming in soon to work with Drama 3/4.

Text alive with the Shakespeare Theatre is in the works for Drama 2.



VI. Booster Board Member Nominations and Elections

Cyndi presented Board Vacancies for 2020-21 school year.

The following positions are open: President, Vice President and Secretary.

Cyndi emphasized that there is a process in place via the DBOHS by-laws, but that it is a very causal process. Anyone can self nominate. If someone wants to nominate another person other than himself or herself they need to discuss that with the person in advance. Anyone interested in a Board position can contact Cyndi Branciforte. Current board officers are available to discuss their roles. Cyndi reviewed the nomination & election process. We will vote on the board officers at next meeting. We must have a quorum for voting.

VII. Next Booster Meetings – Board and Booster:

May 28th, 2020, 7pm at Cyndi Branciforte's house

VIII. Adjourn:

Maggie moved to close meeting at 7:55 pm. Motion was seconded by Leigh Ann Lemons.