

JTC Booster Club Theatre Meeting-Monday, January 11, 2021, 6:30 pm via zoom

Minutes

Meeting commenced at 6:34pm with the following in attendance: Lisa Lister-Browne, Chris Hough, Katherine Kurima, Peju Bakrin, Andy Midkiff, Polly Royer, Tina Fernandez-Moya, Teri Orlando

1. Adoption of minutes from December 7, 2020:
 - Katherine proposed to adopt the minutes from the December 7 meeting with a correction to one typo regarding date, Chris 2nd the motion and minutes were adopted by unanimous vote.

2. Director's report:
 - Our membership is up to 56 students which is approximately half of the students enrolled in theatre classes.
 - Our final meeting of last year was December 16 to recap what we accomplished. Had an ugly sweater contest and white elephant exchange. Thank you to all the parents who donated treats and refreshments. At our company meeting on 1/12 we will discuss OAP-One Act Play.
 - Our theatre company's charity activity is to produce a 24 hour film festival in the beginning of February and plan to support the Leukemia & Lymphoma Society. Ticket sales from the 24 hour film festival will support this charity. Awaiting approval from administration to hold this activity.
 - For events over the last month, JTC held a photo shoot pro tips workshop led by our company photographer, Jenny Franco. There are no company events (outings or workshops planned for the next month).
 - For member services over the last month, a bulk make-up order was made which provided great quality kits to cast members at a very good price, a photo shoot was held for members involved in Earnest & we will need to schedule another photoshoot for remaining members
 - We are working on wrapping up the Importance of Being Earnest show this month and we are in dress rehearsals which are going really well. We recently discovered we need a few of those old fashioned feather dusters for a scene. If you have any you are willing to donate, please let us know.
 - Public sales of tickets will be going live on Wednesday. We have already sent links to our VIP advanced ticketing members.
 - We are seeking students to usher for Earnest and students will earn 1 thespian point for every show they usher.

- We have posters available, so if members know of a business where they can be posted please have your student pick up some posters so that we can advertise locally.
- We will begin working on OAP this week which will be Antigone Now by Melissa Cooper. Cast and crew positions will be finalized this week.

3. Treasurer's report:

- Chris reported we had a closing balance of \$6,682 in December.
- We have raised \$14,525 since August which is incredible in trying to manage expenses with the limited amount of funds we have brought in. Month-by-month we have been close to break-even.
- Reconciliation shows that we have raised 26% of the total revenue expected in the budget and our expenses are at 17% of total spend by the budget.
- Chris reviewed the budget which indicates we are close to net revenue which is where we need to be for current circumstances.

4. Fundraising:

- Next week we have a spirit day scheduled at Coco's Crepes on January 19th.
- We are hoping to increase income through ticket sales, concessions and merchandising at our upcoming show.
- We have some future spirit nights in the works thanks to Angela Murdock.
- We continue to fundraise through AmazonSmile, FlipGive, and PayPal Giving fund and merchandise sales on our website. Additionally, PayPal Giving does not charge us merchant fee so that maximizes the donations we receive.
- FlipGive has enormous potential as they are giving millions to non profits. There is an additional way to increase funds through purchasing FlipGive Amazon gift cards which can be used through Amazon Smile. This is a way to double up the advantage to the club. Please get in touch if you need help figuring out how to use FlipGive.

5. Volunteering:

- Executive board needs help with admin and organizing tasks. We are looking for volunteers to assist with some tasks to lighten our load.
- Nominating committee is needed to form the executive board next academic year. We need a parent of a 9th grader and a parent of a 10th grader to serve with the President. Please reach out to the President if you are interested in volunteering in this short-term committee.
- We are sending the sign up for winter show volunteers and are hoping all winter show parents will sign up for 1-2 slots.

6. Outstanding members:

Our special thanks to:

- Teri Orlando for outstanding promotion of our FlipGive fundraiser
- Schooler family for their sizeable donation to our club.

7. Important dates in the next month:

- January 11, sign up genius for winter show distributed
- January 13-14, OAP cast and crew auditions
- January 15, next booster newsletter will be sent to members
- January 16, date to drop off donated concessions. Address TBA.
- January 18, OAP registration and payment due
- January 19, Coco's Crepes spirit day fundraiser
- January 21-24, winter show performances
- January 28, date to let secretary know if you have an item to add to the agenda of next meeting

Meeting adjourned at 7:05pm. The next JTCBC meeting will be Monday, February 1st at 6:30pm via zoom.