



DA Theatre Boosters Leadership Meeting October 22nd, 2020, 5:30 PM via Zoom Meeting Minutes

Marjory Vazquez opened the meeting and thanked everyone for coming.

Volunteers - Marjory Vazquez reported

Thanks to Bonnie Dyches to volunteering to be VP for show support. Thanks to Stephanie Demaio for volunteering for VP of fundraising. Merchandise – By Laws have a VP of sales separate from VP of Fundraising so Speed is the VP of Sales and Stephanie is the VP of Fundraising.

Budget - Marjory Vazquez reported

There is a green light to do a musical (Rent) and straight play (The Story of Douglas Anderson) directed by Keith Johnson. We can use the same set for both shows outside in the amphitheater. Bonnie Harrison said there are 3 potential weeks and we may be able to put up and pull down alternating dates between the Musical and Play. The weeks of April 9th, 16th and 23rd are blocked off as potential dates. Because of the outdoor venue should be able to exceed the mainstage limitation of 40 minutes prior to a sizeable intermission.

We need to see what the budget needs to be for patrons. A lot of our patrons just want to donate. Perhaps we can still have priority seating outside. Leslie will need to put out a letter. Last year we had a budget of 20K. So far we have had 3 patrons donate.

Estimated budget for this year is 1/3 of last year.

The story of Douglas Anderson is coming from the Theatre of Color class. Should be fairly low budget. The production values of these shows will be much less than if they would be on mainstage.

We need to generate 16K of ticket sales. We don't yet know how many seats we will be able to fit outside with social distancing. Lawn chairs are a possibility, but we may want to use our "uncomfortable chairs" to be able to control where the seats are placed.

We are waiting to see what is going to happen with Thespians to see who is going to participate. Mr. Kemper sent a form to the students to see who was going to still be able to compete. Charrel Thomas said that Thespians have asked for an extension since a lot of the large group numbers may have to be reworked since they were going to film on Oct. 30th Duos and Trios and small group numbers should still be OK. Bonnie Harrison said on Oct 30th some recording would happen during class. Oct 31st and Nov 1st from 9-6, students will film, and Nov 2nd during class underclassmen would film during class. Filming on campus must be with masks and socially distant. Filming solo or at home can be maskless.

For the budget, the expenditures we are planning for this to be almost a wash. We want to encourage everyone to contribute to fair share earlier rather than later so we have a better idea with the budget.

Here is the Budget report (Calculated as of 06/30/2020) that Marjory showed on screen.

ORGANIZATION BUDGET REPORT		
NAME OF ORGANIZATION:	<u>Douglas Anderson Theatre Boosters 2020-21</u>	DATE <u>07/01/20</u>
ORGANIZATION'S FUND BALANCE AT BEGINNING OF YEAR:		\$ <u>23,393.81 (A)</u>
ANTICIPATED REVENUE:	AMOUNT:	
DUES:	\$ 22,500.00	
DONATIONS:	\$ 10,000.00	
FUND RAISING ACTIVITIES:		
DESCRIPTION:		
Show Performances (Internal Funds)	\$ 16,000.00	
Poinsettias	\$ 3,000.00	
Thespian Virtual Viewing	\$ 500.00	
Merchandise	\$ 500.00	
ADD TOTAL ANTICIPATED REVENUE:		\$ <u>52,500.00 (B)</u>
TOTAL MONIES AVAILABLE FOR USE (A + B = C):		\$ <u>75,893.81 (C)</u>
PROJECTED EXPENDITURES:		
FUND RAISING:	\$ 1,200.00	
OTHER ACTIVITIES:		
DESCRIPTION:		
Performances	\$ 16,400.00	
Scholarships	\$ 5,000.00	
Other Theatre	\$ 36,840.00	
Operations (Classroom & Administrative	\$ 10,000.00	
TOTAL PROJECTED EXPENDITURES:		\$ <u>69,440.00 (D)</u>
PROJECTED FUND BALANCE 6/30/20	(C - D = E):	\$ <u>6,453.81 (E)</u>

Operations – Elizabeth Hendry reported

The Poinsettia form is with the bookkeeper. Anyone that is doing any type of fundraising needs to get with Elizabeth first. The form has to be approved before you can start selling.

Communications – Jen Douglas reported

The link to Fair Share is updated on FB and Website as well as buttons to pay and information. We may also send out a mass email to make sure everyone is aware of it. A newsletter was sent out last night. We hope to have all of the contact information updated and we posted on the newsletter a request to update contact information via the website.

Marjory will provide the contact info from Fair Share from 10th-12th to see where the gaps in contacts are for Jen to compare.

Education – Marjory Vazquez reported

Marjory reminded that we need someone (non-senior) to build the scholarship panel. Kristin will get with Rachel.

Events – Marjory Vazquez reported

Looking at possible outdoor Senior banquet venues mid-May. Bonnie said we tentatively asked for 14th and 15th of May for showcase dates. We may want to have that outdoors as well depending on Covid numbers. Bonnie will also look to see if Mudville Grille in the Spring is an option.

Opportunity for Volunteer Hours - Speed

Wife is a coordinator for Biden Harris campaign – will post in the chat Volunteer hours for the Biden Harris Campaign contact Danette Chialtas 904-403-6510.