

## **HMS Theatre Boosters Meeting Minutes**

### **September 5, 2017**

The meeting was called to order at 7:10pm.

Booster Officers Present: Manal Megahed, Dannielle LaRosa, Amanda Lowe, Shannon Wise

Drama Club Student Officers Present: Hannah Clemens, Esri Lowe, Lulu Megahed, Meena Megahed, Nikki Metz

1. **Welcome and Introductions-** Manal outlined the Theatre Arts Mission and introduced Booster and Student Officers.
  
2. **Student Officers' Report-** Students spoke about what it means to be a drama officer and to represent the drama community. They described the One Act show and shared how they were very excited to start it. An explanation was given as to what Theatre Appreciation classes are doing: ensemble building games, improv teams, etc. They encouraged new students to join the drama club since the improv teams will be formed to go to the competitions later this year. Students also outlined opportunities for student involvement- Wednesdays (Hawk Talk- video cast show), Thursdays (Drama Club). Emma spoke about the NY trip and Theatre Expo workshops- encouraged new students to participate in these events.
  
3. **Director's Report-** Mr. Pafumi- This is Scotts 23<sup>rd</sup> year teaching. He reviewed the "Rites of Passage" theme for the year, went over class statistics and his teaching philosophy. HMS Theatre is only successful because he has 1) a vision, 2) students who want to do the work, 3) excellent Boosters officers, and 4) parents that are willing to help. The Theatre Boosters became 501 C3 incorporated non-profit organization 2 years ago. He described the tech theater course he will be teaching this spring on the "behind the scenes" world of theater. Scott presented his wish list to the boosters: First, two wireless lavalier mics are needed for doing shows and musicals especially. Currently we only have two- he hopes to expand to 4 more (approx. \$500 for set of 2). Second wish: he has been asked to present at a conference in TX in late January to represent Fairfax County and its theatre philosophy and to teach a workshop. He is hoping for financial support from Boosters for airfare, lodging, etc.
  
4. **Membership Report-** Manal explained how to become a member and talked about merchandise- getting ready to do an order for t-shirts. Scott explained the difference between the Booster's financial support for vs. financial support from the school. (Non-profit fund vs. school fund). Checks should be made out to HMS Theatre Boosters for membership.
  
5. **Treasurer's Report-** Dannielle reviewed current financials:
  - 2017-2018 Budget- presented first draft- will hopefully vote to approve at next meeting

- Explained cast fee- collecting \$40 upfront covers meals, t-shirt instead of asking for separate payments for everything.
- Total income is lower than last year because we do not currently have volunteers to manage DVD sales, candygrams, corporate sponsorships. Danielle requested volunteers to fill these positions so that revenue can be increased.
- We are the only boosters at the middle school level. Important to keep books in order and easily auditable.

6. Manal explained the Credit Card Square that will be used for future payment transactions and reviewed upcoming calendar events. Dining for dollars- Amanda will be taking this on as a fundraiser beginning this fall.

7. Scott explained the Talent Show: (10-20-17) at 3&7pm. Scott explained his idea to use a one- night only ticket sale for the Talent Show for a Booster fundraiser. 2 days of auditions/ 2 days of rehearsals- performance in mid-October. Hoping to get around \$500 in revenue from this effort. Tickets will be made or have a ticket role. Dannielle mentioned the importance of tracking ticket sales since money would be going to the Boosters- suggestion was made to have 3 people at the table to take up payments for accountability. Mike made the motion to vote for approving this proposal- taking on the burden of the talent show being a fundraiser for the HMS Drama Boosters. Dannielle seconded the motion, and the motion was approved. Manal explained that a sign up genius will go out to get volunteers to support concessions, etc. We will talk about specifics next month.

8. Question from a new member- Can we sell costumes that we currently have for fundraisers? Answer: no- anything ever donated to a Fairfax County public school becomes FCPS property. FCPS cannot sell anything for profit according to county standard. Any school has a right to any property of a FCPS school. (Ex. Mics we used last year were borrowed from an elementary school.) In the past we have hired a county person to supply mics and run sound for around \$1,000 but Scott prefers to use our own equipment.

9. Manal reviewed Back to School Night 9/27/17. There will be a table with theater info for people to pick up.

The meeting was adjourned at 8:05pm. The next meeting will be October 10<sup>th</sup> @ 7:00pm (after NY Info Meeting)