

Meeting called to order at 6:30pm with the Pledge of Allegiance

Secretary's report – Tracey Powell

- Motion to accept the Secretary's report dated December 5th, 2016 was made by Brenda Haas.
- Seconded by Debbie Barber
- Motion carried

Treasurer's report – Debbie Hochman

- Please refer to the Reconciliation Detail sheet that was handed out at the meeting. Our ending balance dated 12/31/16 is \$10,518.10
- Motion to accept the Treasurer's report was made by Mary Curran
- Seconded by Janine Hribal
- Motion carried
- A "Legally Blonde" preliminary budget was handed out at the meeting
- Motion to approve the "Legally Blonde" preliminary budget by Amy Pleins
- Seconded by Joe Pikovsky
- Motion carried

Drama Guild Sponsor - Jen Haberberger

- The kids are doing awesome rehearsing for the show!
- Please ask your cast member to study the book music not the CD.
- Encourage them to record their parts during rehearsal on their phones
- You are getting a lot of TXT's from the Remind app, the reason for this is that the kids aren't bringing in the stuff they need to bring in
- Mrs. Popovich and Jen are creating a Pay Pal Account for our group primarily to receive donations. Patron ads can be purchased on the Pay Pal Account as well.
- Please encourage your kid to come to the Fitness Center when they are all meeting. Typically it will be Monday, Tuesday and Thursday's from 4:30pm to 6:00pm.
- This is a high intensity show and exercising will make the dance numbers in the show better

Business Manager & Assistant Sponsor – Karrie Gutwald

- Cast Bio's/Pictures were due last Saturday, they are submitted to the printer
- There were 155 Business ad's sent via the mail for this show.
- Only 27 came back to advertise!
- If you know of any Business that plans on advertising, please contact them to arrange them doing it. Ad's due no later than January 31st, 2017!
- We are approx. \$1,600 less in Business ad's to date compared to last year.
- She will post list of the Business's that have placed ads thus far.
- Patron ads are due soon, \$30.00 per cast/crew member. They pay for the program.
- The person who sells the most Patron ads receives a free "Legally Blonde" t-shirt!
- Remind your kids to ask Teacher about placing Patron ads!

Committee Reports:

Costumes – Brenda Haas

- Brenda will always be in the Costume Room when the kids are practicing
- She is debating hosting a full day in the room this Saturday, January 28th, 2017 from 9:00am to 4:00pm!
- Still looking for Black Graduation gowns and hats. She can take colored hats and dye them, they would be a donation. If you want your items returned, please just specify and mark with your name.
- Still need Harvard themed clothing
- A plain Letterman Jacket with no letters
- Size 7, 7 1/2 or 8 woman's white boots
- Men's Silk shirts for the European Role in the show, size Men's Medium
- Woman's white tennis shoes, all sizes. Will be dying so they would need to be a donation
- A list of specific costume needs is available on our website
- Questions can be directed to Brenda Haas, 412-736-0210.

Sets – Mike Haas

- The plans are in!
- There are four guys doing the building
- A need that he has is for 16 shutters! If anyone has taken down old shutters from their home, they could use them. Or if any contact with builders that may have shutters, let him know
- Also need park benches
- A toilet
- Hair dryers
- Motion was made to invest in four or more industrial strength jacks to be purchased for the drama guild by Debbie Barber
- Seconded by Angela Bender
- Motion carried

Painting – Brenda Christeleit

- Painting on hold until set pieces are ready

Props - Barb Shojaie & Janet Johnson

- The list of props needed is available on the website.
- Some items include: Old cell phones, not flip phones only smart phones since current times, non-working donation; Old Laptop non-working computers; empty Jack Daniels Bottle (label will be taken off); empty Red Bull Cans (4); a shoulder camera like they use on the news.

Publicity – Amy Lanzelotti

- She is scheduling a meeting this Saturday, January 28th, 2017 during rehearsal to discuss the groups plans
- She wrote an article for The Prospectus in the Spring due out any day
- We once again will have approximately 100 signs for Spring Musical, working on those
- Working on a flyer
- We will have many advertisements and the Banner.
- She will need her advertising budget

Tickets – Kathy Carver

- They will soon organize the dates for the sale.
- A Ticket Sales 2017 “Legally Blonde The Musical” Sheet was handed out at the meeting
- There will be an informational meeting on Monday, February 20th, 2017 at 6:30pm at PTHS
- There are three more public sales this year
- They will need six parent volunteers at each ticket sale night

Gift Table – Elizabeth Heinbaugh

- Her group will be meeting every Thursday night and Friday during the day to work on items for the table thru February and March
- Open for any ideas to sell at the table.
- As always, we will be selling items for the public to purchase and send back to the cast/crew members
- Lots of pink!

Hair and Makeup – Janine Hribal

- She is buying ne makeup kits for the new cast members

Water/Cookie Table – Barb Shojaie

- Barb was not able to make our meeting
- She will need volunteers for her table during the shows

Water for Backstage – Debbie Barber

- She will provide all the water for the kids backstage during the shows!

50/50 Raffle – Kim & Bruce Norman

- They are checking the ticket inventory for the shows
- They have volunteers

Chaperones/Security – Julie Nutt-Zetkolic

- She will need volunteers for all the shows
- Very important committee to keep the kids safe backstage
- Please sign up!

Ushers – Cathy Saul

- She will need volunteers for the shows.
- The CAP program staffs the student volunteer ushers.

Flowers – Jean Pucek

- They were thrilled with last year's flowers, looking for a new vendor this year
- She will need volunteers to help arrange the flowers the Thursday before the two weekends and during the shows.

Old Business

- This is the first time that No one is on the Restricted List due to not paying their Activity fee!
- Clearances are due to Karrie ASAP. You cannot volunteer without having them! There are links to the free clearances information on our website.
- Parent ads are due January 31st, 2017, they are optional
- The Papa Rocks Fundraiser went well except for the fact that some people were turned away due to being too busy! We will not know total for a few weeks.
- We will be doing a Chik-Fil-A in Greensburg possibly on a Saturday in February. Checking dates and will get back to everyone on specific date

New Business

- We will be doing Senior Yard signs again this year! We will be asking for the Senior's pictures that they want on their sign.
- We will also be doing Senior Sweatpants to give as gifts at the banquet for our Senior's.
- **The Musical Banquet possible date is Monday, April 24th, 2017** at The Harrison Room, catered by Jaden's Catering. We will confirm that date in the future.
- Parent Volunteers must work at least 20 hours on a committee for this show in order to be invited to banquet
- The kids should be gathering their Thespians submissions over the next few weeks.
- **The Thespians Ceremony is scheduled for Thursday, May 18th, 2017 at the PTHS Performing Arts Center.** Time TBA
- **The NOTS show is scheduled for Thursday, May 4th, 2017 at the Palace Theater.**
- Sherry Kotik has volunteered to coordinate with John Noble to buy our tickets. \$20 per person. Buy early since this show does sell out fast! More info. to follow!
- **John Noble loves Penn Trafford! He has graciously offered to bring his Frank Sinatra show with a 20 piece orchestra as a Fundraiser for our group at no charge to us! Preliminary dates are either May 19th or May 20th, 2017.** More info. to follow.
- **The Junior NOTS show is being held at Penn Trafford again this year on Tuesday, May 9th, 2017!** Our cast and crew will be asked to help with this show backstage.
- For more information visit our website: www.pthsdramaguild.com.

Next Meeting

- **Monday, February 27th, 2017!** at 6:30pm in the LGI at the High School.

Motion to adjourn the meeting – Julie Nutt-Zetkulic, Seconded by Tracey Powell

All approved – meeting adjourned

Submitted by:

Tracey Powell, Secretary
PTHS Drama Guild Parents Association, Inc.