

PTHS Drama Guild Parents Association, Inc.

General Meeting minutes

Meeting Date: March 27, 2019

Meeting called to order at 6:00pm

Approved by - Joe Pikovsky, Tracey Powell

Secretary's Report- Heather Kerrigan

-- all monthly meeting minutes will be submitted and posted on the PTHS Drama Guild website to view as well as emailed to members after the monthly meeting, **PLEASE be looking for upcoming emails for volunteer requests, etc as we are very close to show time.**

Treasurer's Report/Preliminary Budget for Spring Musical-Debbie Hochman

-the preliminary budget remains the same at this time, Please turn in all receipts to Debbie H.

Report approved by: Michael List, Tracey Powell

Drama Guild Sponsor-Jen Habeberger

- *Please help keep your child healthy. Stay hydrated,
- *Sat. Rehearsal 9-4 light cues, students practicing with musicians in the pit.
- TECH WEEK IS MANDATORY, Monday will run with mics, no make-up etc, Tues. photog by Patti taking photos READY by 5, Thursday will be a taped performance. From Tues. all-full run!
- Shows will be put on a flash drive and sold that way from now on, info to follow.
- Both Fridays are previews for elemen. Schools- students will report to choral room after arrival to get ready

Business Manager- Karrie Gutwald

- Thespian ceremony will be Thursday May 16

- All chairpersons should send in their list of volunteers ASAP so that clearances can be checked

Committee Reports:

Costumes-Amy Winchell

- All set, a BIG thank you to all who helped!

Sets-Rob Gutwald-

-report given by Joe Pikovsky in building mode- still a lot to be done, but getting there

Painting-

-no one from paint committee to report

Props-Janet Johnston-

Finished up last week, appreciates ALL the help. Had a great group of students and parents!

Hair/Make Up-Janine Hribal

-help will be needed for showtimes

*tutorials completed, CALL TIMES WILL BE STAGGERED please be prepared for EARLY call times

Publicity-Amy Pleins

-Brooklyns are handing out flyers

-Please replace bent signs if you see them. The Harrison City sign was torn and fell down, looking into a replacement. Looking into getting sign into fish fry events in the area.

Gift Table-Darla Cyncar

-schedule set for volunteers and gifts

Chaperones/Security- Tracey McKinnon

-help will be needed for each of the show. Clearances needed

Water/Cookie Table-Amy Pleins

- help will be needed for the shows
- Jadens has been contacted for cookies

50/50 Raffle- Elizabeth Heinbaugh

- will need help during the shows

Backstage Water- Angela Bender

Ushers-Shari Vislosky

- coordinate with CAP volunteers, **adult volunteers welcome**

Flowers-Kathi Carver

- Order forms have been sent home, to pre order flowers and are due by MARCH 25
- help will be needed prior to the shows and during the shows

New Business-

A Very Happy Birthday to TWO of our Drama Officers Angela Bender AND Debbie Hochman who both celebrated a birthday today! Hope you both Have a wonderful day!

*Shirts will be handed out at the Saturday rehearsal 3-30-19, students are to wear their shirts to school on Friday of Opening Night!

*Night of the Stars May 1st -- Sherry Kotik has information- thank you to Sherry for handling the tickets!

*Drama Guild Banquet will be Wed. April 17 at the Lamplighter/Delmont - tickets \$25 per person - invites will be handed out (some were given at the meeting)

Please look for emails to volunteer for showtime help

Set Breakdown Monday April 15 start time 4 or 4:30...info to be sent

***Please support the TMS Musical Beauty and the Beast March 29, 30, 31**

Next Mtg. Scheduled is TBD - for Officer Elections- email will be sent

Motion to Adjourn Mtg- Janine Hribal, Shari Vislosky

Submitted by: Heather Kerrigan, Secretary PTHS Drama Guild Parents Association, Inc.