

PTHS Drama Guild Parents Association, Inc.

General Meeting minutes

Meeting Date: March 5, 2019

Meeting called to order at 6:00pm

Approved by - Darla Cynkar, Paulette Mills

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

-copy of report given at meeting

-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, rest and stay off phones at night
- *Make up, costumes, props, sets everything is looking great! There may be painting on a Sunday
- *keep up with grades

Business Manager- Karrie Gutwald

- The business ads are down for this year, the parent ads stayed the same, and the supporting cast funds raised 4400 which was enough to pay for the program. Posters are in for places of business to advertise, if you have/know of one please display! Thespian forms were sent home and are due March 23. On stage as well as backstage hours are required for Thespians. The ceremony will be in May

Committee Reports:

Costumes-Amy Winchell

-thanks to all who have helped. In a good spot, undergarments for the cast/costumes due
Costume parade will be March 14

Sets-Rob Gutwald-

-in building mode-could always use help

Painting- HELP IS NEEDED!

-meets 2:45 to 5pm some Saturdays and a possible upcoming Sunday-PLEASE consider volunteering

Props-Janet Johnston-

Painting furniture at this time- **ADULT VOLUNTEERS NEEDED - if looking for backstage hrs**

Looking for **FULL SIZE MATTRESS- BOX SPRING APPRECIATED**

Hair/Make Up-Janine Hribal

-help will be needed for showtimes

*tutorials underway, students are NOW responsible for their own makeup bag when it comes home- if lost they will owe\$

*donations needed of **make up wipes, paper towels, aerosol hairspray** for the make up room

Publicity-Amy Pleins

-Brooklyns are handing out flyers

Signs have been distributed /banners will be up soon. Please be sure to place your sign in an intersection to be seen..

Gift Table-Darla Cynkar

Running similar to last year where everyone has a job to do. 6 Volunteers will be needed for show time/night. Projects are underway

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-

Parent Hours-

*It is required that parents work/volunteer 25 hours. 10 of which are backstage,

*Shirt orders ONLINE now Orders due March 15 your student gets a T-shirt.

*Night of the Stars May 1st -- Sherry Kotik has information- this may be available online (check website)

*Drama Guild Banquet will be Wed. April 17 at the Lamplighter/Delmont - tickets \$25 per person

Motion carried to purchase 6 tables for the Drama Guild

Volunteer needed during show time for a purse raffle- as we had a purse donation- thanks to Tina Bakus!

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

Next Mtg. Scheduled For Wednesday March 27 , 2019 6:00pm Fishbowl

Motion to Adjourn Mtg- Paulette Mills Michael List

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