

Meeting called to order at 6:31pm with the Pledge of Allegiance

Secretary's Report

- Motion to approve last meetings minutes made by MaryJo Barker
- Seconded by Janine Hribal.
- Motion passed

Treasurer's report: MaryJo Barker

- Account balance - \$13,397.40
- Please refer to the Reconciliation Detail and The "Break A Leg" Totals sheets.
- We did make money on the show - \$546.41

Fall Sponsor/Director Report – Tina Lipidi-Stewart

- Tina sent an email sending her regrets along about not being able to attend the meeting.
- Tina would like to thank everyone profusely for helping get through this year.
- We had a lot of obstacles, but we did it!
- Thanks to all of you parents!

Committee Reports:

Costumes – Brenda Haas

- Thank you to anyone who made it into the costume room to help!
- There are not enough volunteers!
- Please consider helping with this committee for spring musical! There will be so many more costumes to create, sort, measure etc. for the musical! We need some parents of freshman/sophomores to shadow this crew for the future!
- The costume crew will be holding another costume organizing session at the high school on December 3rd, 2015 from 6:00 to 9:00pm. Please try to come and help that evening.
- They purchased 700+ pieces of costumes from Dvorsky's in Manor.
- The cost of everything was \$300.00!
- A motion was made for the PTDG to give the \$300.00 to the Spring Musical budget by Michelle Klingensmith.
- Seconded by MaryJo Barker
- Motion carried.
- Hours were discussed about when rehearsing will be for spring musical. Having after school hours hurt the volunteers since many parents work.
- The hours will typically be from 6:00 to 9:00pm for rehearsals for the spring musical.
- Hours will need to be discussed for next year's fall play due to this issue.

Sets – Mike Haas

- Thank you again to Dr. Harris and the school district for transporting our sets to and from Trafford Middle school!!!
- Everyone loved the walls that fell during the show.
- There were only two full time set people along with Mike working on sets. One parent no longer had a student in the productions.
- Discussed making a "Set-Building Flyer" for new parents to understand the importance of this crew.
- Mike will gladly make calls to any parent that shows interest in set building to help make them more comfortable.
- There is some concern as to how the space on the stage will end up for the Spring Musical.
- Jen Haberberger re-iterated that the rules for the Spring Musical will be – If your child is in the Musical, you will HAVE to volunteer a set amount of hours in order for your child to participate. Just like any other group, sports team, band etc., we will require parents to help with the process of making the show a success.
- This includes all cast and crew!

Props - Crystal Bodnar

- Crystal is slowly getting the Props room ready.
- There was a minor water problem in the room that was resolved by the district.
- The crew was great with the props for the fall play!

Painting – Brenda Christeleit

- Thank you to Mrs. Christeleit for chairing this important committee!
- We appreciate her traveling to TMS to coordinate the painting of the set and being so patient with the kids.

Hair and Makeup – Janine Hribal

- Janine purchased a pink mobile make-up station for our department.
- She did find personal make-up kits for \$19.99 per kit.
- We discussed the pros and cons of having kits vs. buying make-up in bulk and using on everyone. It would still be sanitary since brushes and make-up wedges are not shared.
- We will consider what to purchase for spring musical.

Water/Cookies – Barb Shojaie

- Barb was happy with what we sold with the crowd that we had.
- Thank you to all of the volunteers who helped at her table.
- The cookie table netted \$300.90.

50/50 – Bruce & Kim Norman

- Thank you to her crew that volunteered to sell tickets at the shows.
- The 50/50 netted \$310.00.

Publicity –Brenda Haas & Amy Lanzelotti

- Advertising was done in all the normal papers etc.
- They believe that the show being early in November and the location hurt our attendance. Along with having competing events happening in the township.
- We need more posters for Spring Musical.
- PLEASE BRING IN YOU STAKES FROM THE SIGNS FOR US TO RE-USE!

Chaperones/Security – Debbie Hochman

- Debbie thanked her crew for helping during the shows.
- Everyone needs clearances to work as a Chaperone. More about clearances later in the minutes.

Water backstage – MaryJo Barker & Debbie Barber

- The kids had water and a small snack backstage during the shows.

Gift Table – Kristen Polechko

- Thank you to her crew that helped with the gift table in the weeks before creating items to sell and working at the table at the shows!
- We sold most of the items that were created for the show along with cake pops, pretzels, pictures etc.
- The gift table netted \$1,212.50.
- Most of the inventory from previous shows is depleted.
- This will affect future budgets for the table.
- Professional pictures will be taken for the Spring Musical as in the past. More info to follow regarding that.

Ushers – Maureen Wargo

- Maureen was not at the meeting to report.
- Ushers did a great job, filling the white gift bags, helping people to their seats, passing out programs etc.
- We will need many more ushers to volunteer for Spring Musical.

Tickets – Tamara Patula

- 530 tickets were sold for all four shows.
- The net profit totaled \$2,650.

Old Business

- We were \$100 ahead of the bills that were paid for the show.
- Starbeat productions donated their time and labor for our show for the lights.
- Clearances paperwork is due to Karrie Gutwald no later than December 31st, 2015! If you plan to volunteer with us, you NEED to get that paperwork in! Thank you! More information on our website about how to get your clearances. www.pthsdramaguild.com THEY ARE FREE RIGHT NOW! NO EXCUSE FOR NOT GETTING CLEARANCES!
- The affidavit on the website can be used instead of the fingerprinting.
- There are only 20 volunteers that have all three clearances on file with Karrie.
- Please see Karrie to see if you are on the list of volunteers that do NOT have all three clearances.

- Students can give Mrs. Haberberger the paperwork for their parents. Or, scan or email to Mrs. Gutwald at gutwaldk@penntrafford.org
- The state now requires clearances for anyone working in any capacity for the district!
- The New York City Trip is scheduled this year for June 3rd thru June 5th, 2016!
- There are currently 46 people going on the trip. We need at least 50 to make this trip happen. If you are interested in going, please contact Jen Haberberger today! haberbergerj@penntrafford.org.

New Business

- Audition information can be found on the website www.pthsdramaguuild.com.
- An Audition workshop is scheduled for Wednesday, December 2, 2015 at Trafford Middle School from 6-9pm. Attendance is not mandatory, but encouraged.
- Auditions are scheduled for Tuesday and Wednesday, December 8th and 9th, 2015 at Penn Middle School!
- Callbacks are scheduled for Thursday, December 10th, 2015 at Penn Middle School!
- See Mrs. Hababerger in room 116 for any questions or concerns.
- The Cast list will be posted on-line and on door in Business office.
- ***Next Meeting – Monday, January 4th, 2016 – location to be determined. This will be a Mandatory Parent Meeting for all parents with students in the cast or crew for the Spring Musical. More information to follow closer to meeting.***

Motion to adjourn the meeting – Kristen Polechko, Seconded by Janine Hribal.
All approved – meeting adjourned

Submitted by:

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