

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 February 27th, 2017 was made by Tammy Morante.
- Seconded by Darla Cynkar
- 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 2/28/17 is \$9,562.46
- Motion to accept the Treasurer's report was made by Brenda Haas.
- Seconded by Debbie Barber.
- Motion carried

Drama Guild Sponsor - Jen Haberberger

- It's a little chaotic now with Tech week!
- Bek's mother is very ill and Jen, Karrie, Ms. Ragan & Bev have been doing things that they normally do no handle
- Kids are stressed and will be tired.
- Please be patient when picking them up and when they are getting home.
- There have been some Social Media issues, please remind your kids to continue to be positive and don't post constantly about our show.
- Nothing derogatory is permitted on Social Media!
- They could use a few volunteers to shoot off a confetti canon at the end of the shows!
- Please remind the kids to sleep, take their vitamins, drink water and drink throat coat or tea. We need them healthy!

Business Manager & Assistant Sponsor – Karrie Gutwald

- Parent/Student hours are due!
- 20 hours are needed to be invited to the banquet
- Programs will arrive on Thursday or Friday
- 2,500 programs were printed. That's approximately 416 programs per show.
- We are asking that everyone take one or two programs per family.
- At the end of the shows, ushers will have containers to re-cycle programs for those who do not want to take home.
- Once the shows are completed, everyone can have any of the remaining programs for keepsake.
- Student thespians were given a letter on Saturday if they were offered membership into the group. There are 10 new inductees this year. Many students were not offered into the group due to having little to no backstage work.
- The International Thespians Society, PT troop induction date is May 18th, 2017
- It is \$28 to join the group. This is a one-time fee.
- Current members are required to attend the induction and to bring a dozen cookies to share.
- Current members are eligible for additional bars that are given at the ceremony.
- We will have a photo booth at the show for people to take pictures.
- We will also have secondary tables for the gift and cookies tables on the other side entrance.
- Clearances must be in if working at the shows!
- Committee chairs, please supply Karrie with Volunteers list for the shows ASAP!

Committee Reports:

Costumes – Brenda Haas

- Penn Franklin Newspaper Fundraiser, please fill out new subscription or renewal paperwork to help us with our fundraiser.
- For new subscriptions we receive 50% and renewals are a little less.
- **BRENDA NEEDS MORE VOLUNTEERS FOR BACKSTAGE DURING THE SHOWS! If you are not attending a show and can help by sitting in the costume room for any costume problems during any of the shows, please sign up!**

Sets – Mike Haas

- Sets look awesome!
- **Tear down is Monday, April 10th, 2017 at 6:00pm!**

Painting – Brenda Christeleit

- Great job to Brenda and all that helped!
- The painting is amazing!

Props - Barb Shojaie & Janet Johnson

- They have everything they need other than a selfie stick!

Hair and Makeup – Janine Hribal

- Make-up kits are in.
- The students are getting them tonight at practice
- Janine would also like to thank the PTDG for buying curling irons!

Publicity – Amy Lanzelotti

- Signs look awesome throughout the township!
- They have been busy blanketing fish fry's around town
- Two banner are up in Harrison City and Level Green
- There are ads in both local newspapers.

Tickets – Kathy Carver

- Ticket sales are going very well!
- 1,400 tickets have been sold for six shows already
- 938 total seats available in the PT Performing Arts Center
- 353 tickets sold for Opening night already
- Last year 539 sold ahead of time for Opening night and 202 walk-ins totaling 741 for Opening night.
- We will be selling tickets to the students this week at lunch on Wednesday, Thursday and Friday

Gift Table – Elizabeth Heinbaugh

- Lots of gifts will be available for purchase.
- She is working out the final details for the table.
- She would still like a few more volunteers to sell at the table.
- We will have two tables this year at two different entrances so need more manpower.

Water/Cookie Table – Barb Shojaie

- Debbie Barber bought the water for the table
- Offering a "What You Want" meal deal for purchase that will include a Chik-Fil-A sandwich, a cookie and water all for \$5!
- Barb still needs a few volunteers for her tables; there will be two tables at two different entrances.

Water for Backstage – Debbie Barber

- Debbie bought water for backstage.

50/50 Raffle – Kim & Bruce Norman

- They are all set for their volunteers!

Chaperones/Security – Julie Nutt-Zetkulic

- **WE STILL NEED VOLUNTEERS FOR THIS COMMITTEE!**
- **If you are a parent of a cast or crew member and are not attending all of the shows, please, please consider offering to be backstage to keep our kids safe!**
- **This is a very important committee to keep the kids safe backstage!**
- **Please sign up!**

Ushers – Cathy Saul

- She will have the ushers have containers for people to re-cycle their unwanted programs at the end of the shows.

Flowers – Jean Pucek

- Everything is good with the flowers, new vendor.
- She will need a few volunteers to help arrange the flowers both Thursday's before the two weekends and during the shows.

Old Business

- As mentioned earlier, Clearances due to Karrie Gutwald ASAP!
- Parent Volunteer hours – 20 hours to be invited to the banquet – chairman get list to Karrie ASAP!
- Drama Guild Banquet – Monday, April 24th, Harrison Room 6-9pm catered by Jaden's Catering.
- Senior Signs and Sweatpants are in. Signs will be distributed tomorrow at practice. Sweatpants are distributed at banquet.
- Legally Blonde t-shirts were distributed last week.
- Night of the Stars – Thursday, May 4th – Sherry will distribute tickets soon!
- NOTS rehearsal will be the Saturday before, April 29th, Monday, May 1st at PTHS, and Tuesday, May 2nd at The Palace Theater (the cast will be transported via buses to and back to the high school for this practice).
- The Cast will have to provide their own transportation to and from the NOTS performance on May 4th!
- PTHSDG Fundraisers: Penn Trafford News Fundraiser, mentioned earlier in minutes, to be promoted during the shows with flyers: John Noble performance – Friday, May 19th to be promoted during the shows with flyers.

New Business

- Nominations for the 2017-2018 PTHS Drama Guild Parent Association, Inc. are now open and will be until the Annual Meeting on May 1st, 2017!
- Lisa Popovich is a Senior parent and will be stepping down as President. Tracey Powell is also a Senior parent and will be stepping down as Secretary. Thank you to both of them for their service.
- Dates to remember: Musical Banquet – April 24th, 2017 at Harrison Room – Doors open at 6:00pm/Dinner 6:30pm: NOTS – Thursday, May 4th, 2017 6:30pm at The Palace Theater: Thespian Induction – May 18th, 2017 PTHS Performing Arts Center 7:00pm.

Next Meeting

- **Monday, May 1st, 2017** at 6:30pm in the LLA at the High School. (Annual Meeting, Elections & Wrap-up)

Motion to adjourn the meeting – Janine Hribal, Seconded by Deb Hochman

All approved – meeting adjourned

Submitted by:

Tracey Powell, Secretary

PTHS Drama Guild Parents Association, Inc.