Fan Club General Meeting--Agenda

October 14th, 2015 7pm – 8pm Location: Theatre

Attendance: Ramnath Shanbhag, Mayda Melendez, Rob Pinchot, Libby Green, Julie Cooke, Steve Billy, Jim Crompton, Gina Shivery, Annette Girondi

Purpose:

* General topics
* Planning for A Christmas Carol

1. Old Business 7:00 to 7:05

* Treasurer report
  + Account balance: 10, 619.39

2. New Business 7:05 to 7:15

* Key objectives for 2015-2016:
  + Execute Fan Club mission in all aspects of support for the production of A Christmas Carol (Nov 6, 7, 8), ShowStoppers (Nov 20, 21, 22 this is change, see below), Legally Blonde (Mar 11 & 12, Mar 18 & 19), Middle School Musical (TBD, May 6th & 7th)
  + Invite a friend!—we need to build the volunteer base and board for next year
* Volunteer event—Hold until Spring
  + Purpose: Solicit and inform volunteers with specific show activities
* Ticket packages—Ticket sales and FC partnership
  + Update: 12 sold ($360)
  + Will receive notification this week
  + Need idea for Give-away
* Unique needs in 2015-2016--update
  + Committed volunteers for NEXT YEAR—this year as building year--all
  + Person to work with Greider on videos—ensuring downloads from website and producing videos for patrons who can’t download--Ram
  + Website update to work with Mary Tise—determine if Mary can help us to update site and work with Susan for appropriate layout and to upload appropriate information--Ram
  + Work with Amy Bado to clean up costume room IF WE HAVE ADMIN SUPPORT
  + FC Bylaws re-write committee to reflect FC updated ways of operating—work with Susan Spillane who is leading this effort to rewrite and get approval by March 2016
  + Need someone interested in taking on Vice President role—interested in active management of all show activities to learn and lead activities this year in the hope of taking on President role next year

3. Update on A Christmas Carol 7:15 to 7:50

* Use show checklist (see 9-15-15 agenda)
* Next set build is Mon and Wed week of 10/19 Julie Cooke will send out listserv
* Libby Green working on Props will get list from Mr Moser and Julie Cooke
* Joanne Baker getting word out on local radio
* Need hair and makeup volunteer—Julie Cooke to solicit
* Mr. Moser to talk to Mr. Greider’s class about getting a student to take show pictures; AG to ask Debby and Timmy if they can take pics for A Christmas Carol
* Tickets go on Sale Oct 19th for ticket pak holders; Oct 23 for general public; Mayda to manage access and put aside a row for “just in case” situations
* AG to ask Mindy Webb and Lillian if they want to help with food and snacks for show

4. Other business

* Dates for Showstoppers—Show is now—Fri, Sat and Sun; 4pm Sun, 7pm Fri and Sat
* For discussion next meeting—electronic signage above ticket office sponsored by FC and “no food or drink” permanent signs, and Cab Calloway Theatre sign
* Fan Pak giveaway—Julie Cooke to look into colorful lunch bag with parent who is working on give-aways
* Ram Shanbhag working on updates to FC webpage
* Ram S. will reach out to Will to determine next steps for using Vimeo to make videos available for patrons
* Alan Harbaugh available to provide website and video help if needed
* Ann Bartley interested in leading costume efforts; Jim Crompton and Amy Bado will help her to get started in her efforts
* Jim Crompton to work with Ann and Amy to make proposal for quick and efficient emptying of costume room and share proposal next month at FC meeting
* Still need to follow up on need or not to pay for FC trailer—Maren Billy to follow up with Mr. Miki
* Margaret Badger has requested P4 club to receive bucket donations from SS; AG agreed to Saturday nite; additional charities to be solicited next meeting.

5. Meeting close 8:00