

General Choir Booster Meeting

November 7th, 2018

Call to Order: 7:31pm

Admin Present: Stephanie Lanute, Laura Williams, Kristen Larrea, Lisa Hartmann, Tracy Campbell

Members Present: Stephanie Jerabek, Cathy Stowe, Carol and Harold Schroder, Mindy Hill, Denise Costantino, Jean Larrea

Laura Williams asked for the October minutes to be approved. Lisa Hatmann motioned and Stephanie Jerabek 2nd her motion. October 2018 minutes approved as written and posted.

Madrigal Committee:

We have a need to fit the court, servers, jesters and actors so Ms. Lanute has offered for us to be able to come in during the kids' lunch break time this Saturday, 11-10-18 to get as many costumes fit and assigned as possible.

We will need help with the Tech Week Dinners which are Monday 11-26-18 through Friday 11-30-18. None of the cast will be allowed to leave campus for diner. We will provide the following menu: Monday Chicken Tuesday Tacos Wednesday Burgers Thursday Potluck and Friday Pizza which will be sponsored by the PSHS Choir Boosters. No cost for kids on Thursday as long as they bring a dish to pass and no cost to them on Friday but, they will need \$7.00 per meal for Monday, Tuesday and Wednesday. Forms will be going out to kids/parents soon. Dinners are optional however nobody is permitted to leave campus for dinner. Parents may bring dinner in for their student but food needs to arrive by 5pm daily and be clearly marked for their child. If you are coming in to help on Friday, 11-30-18 you can get to the choir room as early as 12.45pm but you must stop in the office for a visitor badge.

Ticket Sales: The tickets will go on sale this week. Pre-Sale will begin for paid booster members only tomorrow, 11-8-18 and the general admission sales will start on 11-11-18. The diner tickets are \$20 each and there is a service fee per ticket which is charged by the website. Booster members will be emailed a special pre-sale code so watch your emails on 11-8-18. Seatyourself.biz is the website we are using this year and again, the service fee charged per ticket is from them, not the school or Boosters. Pauper tickets will be sold at the door only and they are \$5.00 per ticket.

Decorating: The majority of our work begins on Monday 11-26-18 and continues throughout tech week. Tracy may come in one evening during Thanksgiving week simply to organize and take inventory of the décor items we have in the choir room currently We will do things from trimming Christmas trees to helping the parent volunteers get through photos of each cast member and their directors on Wednesday and Thursday night of tech week. We will organize our place setting supplies, practice that with select servers that will be helping with setting tables. We will gather table linens and tree skirts, etc. We are doing something new this year with centerpieces. The court has begun some of theirs already but this project is optional and intended to add to their experience and provide them a keepsake to have after the shows. The centerpieces should be no larger than 12 inches wide by 12 inches tall. Court couples are welcome to do a tandem piece if they wish. I suggest the dollar store or Hobby Lobby

to help inspire you. The actors, jesters and servers are welcome to make a piece too. We will keep the Royal Guest table letters as assigned on the ticket website as to not confuse the servers when seating guests but, the centerpiece for the King/Queen table for example would have guests escorted to King Jack and Queen Annie's table. If we have too many as we only have 16 dinner tables to work with, we can switch out the pieces per night or add pieces to the pauper tables as well. All pieces will find a place within the castle.

Kitchen: Laura Williams will also be organizing and taking inventory of the necessary kitchen items one or two evenings of Thanksgiving week. This is all in effort to not be running around to get items during tech week. She will be setting up a practice with servers during tech week so they are familiar with the flow and how best to serve the tables. Our Wassail is being made by the Hatke Family. Laura will also confer with the owners of the warming tables within the cafeteria to see if we can use them to keep our catered meal warm vs. using sternos which would be our plan B. She will also ask Mr. Yanello about being able to use the dish sanitizing station in the kitchen for our serving dishes and utensils vs. taking them home each evening for washing.

Construction:

Stained Glass windows will be at the Larrea home on Sunday, 11-11-18 from 1-3pm. If kids wish to take their piece of plastic home to finish or if they want to work on it at school supplies will be let in the choir room so they can work on it during their class or study hall time as permitted. Our first set construction date will be at the school on Monday, 11-19-18 4pm. Please meet near the work room and stage doors.

Marketing Committee:

Promoting events such as Madrigals is our big push right now. A poster for the show is in the works and will be done soon. Stephanie Jerabek offered to use her work poster maker to help us print out the posters. Lisa Hartmann will work directly with her to make that happen. Laura Williams will get the poster filtered through all of our normal advertising media such as CAPE, school announcements, social media, our website and so on. We need to advertise somewhere on the posters that we are having dinner catered by Duke's and dessert by Nothing Bunt Cakes. We will also thank the Hatke Family for Wassail. Ms. Lanute will make sure all three are on the Madrigals program as well. It is important that the members representing us at the ASMS concert also promote the Madrigals show. Stephanie Jerabek and Mindy Hill will attend that concert, pass out cookies and man the PSHS Choir Booster table. We want to run all advertising through Tom Hernandez if we wish to advertise our show outside of PSHS then with his permission, we can hang posters in middle schools too.

Fundraising Committee:

Dinner Nights:

Chipotle was 11-5-18 but we did not reach \$300 in sales therefore, we did not get anything. Our next dinner night is set for Slim Chickens in Plainfield at 135th and Rt. 59 on 12-10-18. This will be an open to close fundraiser and 15% goes back to us. We will also do a BWW fundraiser from Jan to March 2019 which will give us a card to present each time we within that time frame to gain a % back for our Booster organization.

Amazon Smiles needs to be pushed heavy right now due to holiday sales. Any little bit helps so please consider using Amazon Smiles and selecting PSHS Choir Boosters as your charitable organization. It is a no cost way for you to donate back to the Booster organization. You are ordering anyway, why not help a great cause too?

Decal, Pop Socket and spirit wear sales: Tracy Campbell will see to it that any promo items that you wish to purchase for your student for holiday gifts stay a secret. Please email the PSHS Choir Boosters and let me know what you need, I am happy to help. Our Madrigal spirit wear store has closed so thanks to all that placed orders. We get \$2.00 per item sold back to us. Our currently spirit wear store closes on 12-2-18 so we get our items in time for holiday break. We also get \$2 per item sold back to Boosters for that store. The link for our current spirit wear sale is <https://pshschoir18.itemorder.com/sale?readmessage=true> or see our Facebook page for the direct link.

Pancake Breakfast---New place: It will be on 3-9-19 from 4-9pm at the Wesmere Country Club. We will work on gathering donations from area business, local sports teams, restaurants etc. for the silent auction we will run in conjunction with the breakfast. Laura Williams already got White Sox tickets for the event. An organization meeting will be announced shortly after our Mads show is behind us Please watch Facebook for that upcoming date.

Director's Notes:

Ms. Lanute stated the Choir will join in with Band again as they did last year for Poinsettia sales. These will be a short turn around so that we get them in time for Mads. Info will come out very soon from her. The plants will be used to decorate the Madrigal set and then again for Collage Convert. You may take your plant home after Collage to enjoy for the holiday season. The contest between Band and Choir is the same as it was last year, if she wins she is taped to a wall and if she doesn't win she is pied in the face. Either way, she doesn't feel it's a win but will take one for the team.

For Madrigals I would love it if someone could take photos of how things are set up so that we have them for future years in all three committees.

We will advertise a new Food Drive to support Wounded Warriors at our Collage Concert. There will be donation boxes at the concert so please bring in nonperishable food items. We will also assign a volunteer or two to pass out programs vs. leaving them on the table as many did not get a program during fall concert. Tracy Campbell will work to update one or two picture collages in the choir room hallway during tech week of Madrigals. Server fittings will be held on Monday, 11-26-18.

Old Business: Homecoming Parade was awesome, 1st place trophy will be here soon and will be displayed in the hallway case. Fast Pass for fall concert did not work out so well but we will make adjustments and try it again for the spring concert. Thanks for your patience. Toys Drive for Fall Play was a huge success. We were able to donate several bags of stocking stuffers and Dawn Kemp was very appreciative.

Upcoming Events:

11-14-18: ASMS fall concert (we go and give out cookies)

11-9-18: Madrigal Court to ISU for Madrigal Festival

11-15-18 SPC Choral Festival (Concert Choir)

11-26-18 through 11-30-18 Madrigals Tech Week

11-30-18: Opening Night and First Performance for Madrigals 7pm

12-1-18: Madrigals performance 7pm

12-2-18: Closing show and final performance for Madrigals 3pm Strike for entire cast.

12-5-18: General booster meeting in choir room 7:30pm

12-6-18: Collage concert

12-10-18: Slim Chickens Day

12-12-18: DPMS Holiday concert (we go and pass out cookies)

Jean Larrea motioned to adjourn the meeting, Lisa Hartmann 2nd his motion. Meeting adjourned at 8:20pm