



Tuscarora Theatre Boosters Meeting Agenda

October 12, 2022 at 7:00pm

Attendance: Justin Daniel, Alyssa Sera-Joseph, Anna Peach, Jenn Braddock, Christina Brunton, Jennifer Steeprow, Lisa Pfifer, Ryan Snead

- I. **Call to Order** 7:02 pm
- II. **Vote** to approve September meeting minutes- Motion by Christina Seconded by Cris APPROVED unanimously
- III. **Executive Reports**
 - a) President:
 - b) Treasurer:
 - a. Budget Updates- see notes at end
 - i. \$613 ahead of budget in Membership
 - ii. \$610 profit over budget in Play in a Day
 - iii. Sponsorships- \$3500 + \$250, pledged \$5000 from Toyota (not received yet)
 - iv. POS system purchased- \$316
 - v. Insurance Renewed and Parent Booster Renewed (including 990 info)
 - vi. Closing Justin's account- transferring remaining balance to TTBC account
 - c) Membership and Member Communication:
 - a. Membership Updates
 - i. membership drive at LoTF
 - ii. 31 current members

Reminder- All TTBC Board Members need to officially join TTBC each year

 - d) Events- see report below
 - e) Fundraising- see report below
 - f) Merchandise
 - a. Fantasia shirts will be added to spiritwear "store"
 - b. Cheer Sports will be our vendor
 - c. products will be available before the holidays
 - g) Concessions
 - a. sign-up genius for LoTF coming out soon (Jenn and Cris will handle this)
 - h) Secretary- none
 - i) Member at Large- none
 - j) Past Exec
 - a. updated Gmail accounts
 - k) Questions regarding any report, not previously handled via email?
- IV. **Old Business**
 - a) Cast Board
- VI. **Director Report-** see report below
 - 1) Cristina will send out Gold Membership Early access code
 - 2) Ryan will communicate with Justin regarding sponsor memberships

V. **New Business**

- a) VTF- see director's report
- b) NY trip- see director's report
- c) Student Leadership – Claudia Needs

VI. **Adjourn-** Motion to close- Jennifer, Second- Cristina 7:53 pm

Next meeting: November 2

Future Meetings: December 14, January 4, February 8, March 8, April 12, May 10 (elections), June 14

Treasurer summary

- YTD budget to actual detail attached
- Key items of note:
 - Membership drive:

	Actual	Budget	Budget Variance - positive (negative)
Fees received	\$1,740	\$1,500	\$240
Expenses	(\$ 48)	(\$ 250)	\$202
Additional Donations, net	\$ 171	\$ -	\$171
Total	\$1,863	\$1,250	\$613

- Play in a day (FINAL)

	Actual	Budget	Budget Variance - positive (negative)
Fees received	\$1,110	\$1,000	\$110
Expenses	(\$ 586)	(\$ 900)	\$314
Additional Donations, net	\$ 186	\$ -	\$186
Total	\$ 710	\$ 100	\$610

- Sponsorships:

	Actual	Budget	Budget Variance - positive (negative)
Funds received	\$3,500	\$9,000	(\$5,500)
Expenses	(\$ 26)	(\$ 500)	\$ 477
Pledged donations (not yet received or deposited)	\$5,250	\$ -	\$5,250
Total	\$8,724	\$8,500	\$ 224

- Sponsorships received to date –
 - Mullen Orthodontics, \$500 (Paypal)
 - Maid Brigade- \$500 (Paypal)
 - Apex Gymnastics - \$1,000 (check)
 - Eye Center - \$1,000 (check)

- A&A Heating - \$250 (check)
- Legacy Orthodontics - \$250 (Paypal)
- Pledged deposits –
 - Toyota - \$5,000
- Checks received, but not yet deposited:
 - Solo's NY Pizza - \$250 (check)
- Insurance renewed and paid - \$205 (Insurance budgeted expense \$250)
- POS system ordered - \$316 (Supplies/misc budgeted expense \$600)
 - Square Terminal handheld system
- Parent Boosters – renewal and paid fee - \$320 (\$400 budgeted)

Fundraising update

I'm looking for new sponsors through the end of October. Including all current outstanding pledges, we're still about a thousand under the budgeted target. These are the kinds of businesses I've been trying to reach with a few specific examples given:

- Automotive services providers (e.g. The Tire Shop, VA Tire & Auto)
- Doctors offices
- Home services providers (e.g. A&A Heating, Maid Brigade)
- Restaurants
- Realtors
- Youth enrichment providers (e.g. Apex, Loudoun Ballet)

I would like to see more sponsors from any of these categories, but especially those whose clients are mostly families and are under-represented: Automotive services, Realtors, and Youth enrichment.

Please share the attached flyer with any business you think would be a good sponsor. If you think of one but are not comfortable asking for money, give me a name so I can tell them you sent me. Most of our sponsors this year know a Tuscarora Theatre student personally or have a history of sponsoring school-based programs, so your connections make a big difference.

Thanks everyone!

Ryan

Events

Play in a Day Report:

A HUGE Thank You to Mr. Daniel, Ms. S, all the parents (who donated time, snacks, and money), and the students who participated in Play in a Day. The event was a great success. Mr. Daniel and Ms. S pulled off a fun, productive, and tiring 24-hours. About 40 students had a great time, learned a lot (I'm certain), and performed really thoughtful and interesting plays. GOOD JOB Everyone!

Additionally, an extra bonus - we made about \$700. There were a few Lessons Learned for the next one, but that's for another time - for now - CONGRATS to all.

A personal note - when I mentioned this event to a theater parent from another high school, she was clearly jealous!

Again - thanks to everyone.

--Julie

Director's Notes – October 2022

Successes:

Cappies Training – 2 Mentors and 6 critics!!! The Cappies season is off to a good start. Thanks to the team for attending training.

Shenanigans Team – Congrats to the 8 members who made the team. Congrats to the team leader Tyler Steeprow for hours of planning and developing the team!

Masterclass – October 22

Halloween Party – October 22

Upcoming Events:

Lord of the Flies Ticket Sales – Available to Gold Member Boosters <https://tuscarora.booktix.com/>

o Available to public on Wed 10/19

In Person Vocal Masterclass – Jacob Carr – 9-5pm October 22 OR 23 (\$160) – Sign up here

Halloween Party – October 22, 2022 – FREE 5pm-8pm - <https://www.faithlikeamustardseedfarm.com/>

o Costume Contest (Runway), Werewolf, Halloween Karaoke, and Bonfire!

o Student leaders arrive @ 4:30 with assigned food/drink and decor

VA Thespian Festival (VTF) Sign up - DUE BY 10/24 - \$140 registration – via School Cash

o Once Mr. Daniel Registers a student, they have until Nov 4 to sign up for Thespys, College aud, and Scholarship to register for those events

o Meals, Transport & hotels additionally paid to/funded by Boosters

o As always we have financial support for anyone who needs it.

Shenanigans – FIRST SHOW – Oct 26 th @ 7pm

VHSL – Nov 4 (ALL DAY, field trip) – We are the Sea – performance @ 11:00am @ Rockridge

o LCPS busses provided 7am pickup and 7pm drop-off

- VHSL preview show- November 1

Notes:

New York Trip – need to research new travel companies

Lord of the Flies & We Are the Sea Costume Participation Fees - \$50/each for costume pieces

o Payable using the SchoolCash Account – see attached flyer

o As always we have financial support for anyone who needs it.

Refunds for Website and Formsite – Need to switch over the subscriptions to the new Booster cards