

SRO Board Meeting Minutes 3/13/19

In Attendance: Jayson Zoller, David Veshapidze, Maryanne Zeleznik, Billie Heilman, Doug Lorenz and Tracy Barber. Absent: Jason Burgess

Minutes approved from previous meeting.

Treasurer's report-

Feb Income = \$1,223.00

Feb Expenses = \$4,270.51

Feb Ending Bank Balance = \$30.875.01

Feb Outstanding Checks = \$148.41

YTD information not yet completed.

Discussion of Directors' gifts collections added together and then divided across three shows.

Billie talked with Assistant Superintendent of Student Services Jamie Flaherty about giving gift cards as directors' gifts in accordance with Red Book rules. It appears this is allowed.

BBT closing in Fort Thomas, board voted to change bank to 5/3. Doug Lorenz abstained because he is a 5/3 employee.

Board will meet to discuss accounting system to be sure it meets reporting guidelines.

25<sup>th</sup> Annual Putnam County Spelling Bee"

Merchandise: T-shirt and DVD sales high. We do lose money on every t-shirt sold.

Program: Ready to go, shout outs look good.

Poster distribution: List of where posters should be put up included for volunteers. Quality of poster better this show, less flimsy. Need to find a way to get posters ready sooner, perhaps 2 weeks earlier.

PR-Work to get in FTM, Fort Thomas Recorder, etc. Find a way for SRO to work with student crew to come up with a marketing plan.

In the future consider save the date cards for all three shows, perhaps using the list of people who bought tickets to Taste or the Season, previous tickets buyers and season supporters and business supporters. Need to schedule a touch base meeting with Student PR staff.

Get Lucky Event-on Tech Sunday since it's St. Patrick's Day working with Maddie Melson to give away surprise gift cards, etc through drawings throughout the day. Everyone got a get lucky button.

Tech Meal-ordered sub trays from Subway again. Parents filled in with water, chips, apples, dessert. Also as a special St. Patrick's day treat, ordered shamrock cookies from the cookie shop. Still within budget guidelines.

Locker and Door decorations- in process

Comp ticket distribution-Will be giving out physical ticket, so Jason can keep track. Envelopes will be available for season supporters who still have tickets and concession certificates left. They will then be turned in at the box office and the concession stand. An email will be sent to the parents about this.

Discussion of having a special bargain night for students- discussion tabled.

Candy grams- ran out for Peach, so working to get more. Got a lot of candy from the dance team since their season is over. Bought at bargain basement price. New Candygram sheets printed and ready to go.

Show gifts-3 buttons a cast photo on higher quality paper. Distribution will be at Strike. No stickers this time. These gifts cost us less than \$5 per show.

Cast Party- Will be held at the Fort Thomas Public House- Pizza and pop provided for students upstairs (SRO will be \$8 per person) with a max of 85. Parents welcome downstairs with cash bar and limited food menu available.

Cappies dinner- ready to go. Janean Parsons chairing.

Taste of the Season-Looking at Highlander Event Center August 24<sup>th</sup>. Discussion of contract, (Tracy will send to board for review) Discussion of where bar can be set up perhaps outside the main venue area. Preliminary discussion about performances, band vs.

DJ. Type of food. Work to make food contract simple. Tracy will chair event but will put together a committee to help. Also looking into to option of running a raffle and the gaming exception license. Discussion of whether it was worth the effort.

Scholarship update- forms are out for students to submit. Joy Smith will chair committee again. Committee members will be Abbe Kuhn, Kathleen or Lance Bucher, Sara McCoy and Joy Smith.

End of year Drama banquet- discussion of event, prep and plans. Talked about a similar event at the end of year for the Middle School student, that discussion was tabled.

Cappies announcement- Jayson talked about making a big splash when Cappies nominations come out.

Respectfully submitted

Maryanne Zeleznik

Secretary