

SRO EXECUTIVE BOARD MEETING MINUTES: July 2019
Meeting held on July 29

Expected Attendees: Jayson Zoller, David Veshapidze, Doug Lorenz, Tracy Barber, Jason Burgess

Guest: Lizzy Roeding (HHS Drama Club President)

Not attending: Sarah Taft, Billie Heilman

Minutes taken by: Jayson Zoller

1. Welcome to Lizzy Roeding. Lizzy joined our meeting as a guest. Lizzy is the incoming President of the HHS Drama Club.
 - a. Lizzy informed us that the new officers include Zoe Zoller (VP), Tammy Sanow (Secretary), Magnus Sieverding (Treasurer), and Mattie Melson (Social Media).
 - b. Lizzy will plan to join us (based on the SRO Agenda topics) to help strengthen partnership and connection between our groups.
 - c. We invited Lizzy to come back and share the HHS Drama Club priorities after the officers have met for the first time. One idea she mentioned was increasing "Service Projects" and there was a lot of interest on the SRO Board to hear more about that.
2. 2019/20 Budget Review and Approval
 - a. Jayson reviewed the Budget Proposal developed by Billie, Jason, and Jayson. After good discussion, there were no significant questions or calls for changes, so the Budget Proposal was introduced for a vote in the form it was originally presented. The measure passed 4-0. This proposal is now our working budget and as a next step, Jayson will submit this to Kevin Nieporte as our FTIS contact.
3. Show Photographer
 - a. The Board revisited the idea of offering a stipend to the show photographer enabling all families to receive all show photos.
 - b. There was a question about whether she could take crew photos and Jason Burgess indicated that it was very unlikely. He did say that the HHS show photographer could provide a set of crew photos.
 - c. After weighing the costs/merits, a vote was called to allocate \$1200 for photographer stipend as a learning pilot in 2019/20 (leveraging our surplus funds from 2018/19). The vote passed 4-0.
 - d. Next step: Jayson will outline an offer to Mikki Schaffner in partnership with Billie.
4. Show Management Topics
 - a. We are still missing a Volunteer Coordinator for 2019/20. Doug Lorenz will fill that responsibility until a replacement is identified. We may also determine that the role isn't required going forward.
 - b. We discussed simplifying the responsibilities of Concessions/Candygrams. For 2019/20, the Board voted 4-0 to move to a model where the Board orders concessions online and stores them in the PAC. The Concessions volunteer will focus on set up and break down responsibilities.
 - c. We discussed that students and volunteers would work more closely together on locker/door deco starting in 2019/20 with the students leading more of the creative design and execution elements, and the volunteers handling any spend requirements and driving/posting the door decorations.
5. Taste of the Season
 - a. Jayson reported that we currently have 39 tickets sold and PR is up and running for the event (including posters)
 - b. We discussed Silent Auction item collection and brainstormed a few ideas of attractive items if we could get them
 - c. Jason will lead the audition process for Cabaret performers and will be kicking off that process during the week of August 5th (e.g., reaching out to alumni, publicizing auditions, etc.)
 - d. Jason proposed that we invest in Soundboard and speaker equipment as a grant to the department and estimated the total cost to be around \$1800. He made the case that the equipment would be useful for events beyond TOTS including outreach events, open mic events, cast parties, etc. Since Jason did not have specific costs, we did not vote to approve. The Board did agree 4-0 that we are supportive in principle of the investment and that Jason should proceed to a proposal. Jason has the next step of making a proposal with equipment details and final costs. He committed to deliver this in the next few days and the Board will vote by email at that time.
 - e. Centerpieces. Lizzy Roeding will solicit interest from the Drama Club in providing creative centerpieces. If the Drama Club does this, they will tell us how many we should expect (~10 is likely) and we will have to fill in with other centerpiece decorations to cover all tables (maybe 25 in all).
6. 2019 Summer Priorities
 - a. Delivering a successful TOTS event is the biggest priority for August. The TOTS committee meets next on 7/31.
 - b. David will be working on Website design for 2019/20 (e.g., updating show tabs, Season Supporters, etc.)
 - c. In August, we will begin renewals for Corporate Sponsors. Tracy, David, and Jayson will coordinate on this.
 - d. By-Laws Review and discussion of an Adoption Plan was delayed to a future meeting.