

RHS OFF STAGE, INC.
Board Meeting Minutes
Tuesday, December 8, 2009

Meeting called to order by Susan Templer at 7 pm.

Members present were Bob Burford, Laura Burford, Dina Steiner, Nuala Murphy, Susan Templer, Sharla Rosenstein, Bonnie Kobilansky and LeeAnn Horn. Directors present were Cliff McClelland and Eric Archilla.

Minutes from the previous meeting were read allowed, but will be typed and emailed to the members for approval.

Budget – Buses were not used for the convention as Lake Highlands High School did not attend.

Choir parents of Joseph cast to be invited to the General Meeting on January 19, 2010. Membership will work with stage director to obtain choir email addresses.

Audit is to be done over the holiday break. Kathy Muehlman is eligible to assist with the audit as she was not on the board last year. The audit needs to be done by January 19, 2010.

Playbill ads for Joseph are due January 9, 2010. Ad forms will be given to the choir, techies, and the young children in Joseph. Students that sell \$100 worth of ads get a free banquet ticket.

Pooh will be held December 15, 2009 in the auditorium at 7:30 and 8:45 pm. No concessions will be sold.

Notices for ticket purchases for Joseph will begin going out before Christmas.

Restaurant suggestions were made for the rehearsal dinner for Joseph, such as Amore, Don Pepe's, Dos Rios, Canes Chicken. The head count is roughly 100. Food costs cannot be funded by RHS Off Stage.

Snacks will be needed for the last week of rehearsal for the cast. Parents will be asked to bring snacks to the January 19, 2010 meeting. Items will be stockpiled.

Banners will be hung up for Joseph. They will be hung 2x2, with the title on one banner and the dates on the other. Cliff will print posters.

Merchandise is not being delivered.

The website needs to be updated. Information has been received and will be added, including information about Thespian convention.

Details for the January 19, 2010 meeting: sign up sheets or posters will be available for volunteers to sign up.

Show posters will be available for autographs of the cast.

The contacts for vendors are to be emailed to Cliff by Susan.

Laura requested ways to notify season ticket holders about the hospitality table.

Extra fabric will be used for decorations.

Cliff reported that the administrator in charge of the magnet programs is improving them.
An article is to be written regarding the Thespian Convention.

Susan adjourned the meeting at 7:55 pm.

Respectfully submitted by LeeAnn Horn.