**PTHS Drama Guild Parents Association, Inc.**

**General Meeting Minutes – held virtually via Google Meet**

**Meeting Date: February 25, 2021**

**Meeting called to order at 7:00PM**

**Tracey Powell – Parent Association President**

* Call to order
* Pledge of Allegiance

**Treasurer’s Report – Pam Kaczmarkiewicz**

* All activity fees are paid in full
* Single cost this year was Jaden’s catering
* Fundraiser – pepperoni rolls to make up for lost revenue from Spring show
* Balance $14,403.14; Projected cost $5700
* Motion to approve treasurer’s report: Michael List/Amy Winchell

**Secretary Report – Nicol Burdell**

* Please communicate any questions or concerns via the website [pthsdramaguild@gmail.com](mailto:pthsdramaguild@gmail.com)
* Meeting minutes will be posted on the website
* Motion to approve Secretary Report: Erin Grabowski/Paulette Mills

**Pepperoni Roll Fundraiser –** Tracey P – very successful with selling on social media.

**Jen Haberberger – PTDG Sponsor**

* Currently cast is not prepared due to decreased practice time due to weather and cancellations.
* If not prepared, songs might be pulled. Encourage kids to take it seriously and practice. High expectations for PTDG productions.
* Proposed schedule -> record bigger numbers on March 30,31 and April 1. Will not have a full tech week due to band practicing.
* Only able to have one additional Saturday – March 13 from 1-5pm
* Possible practice April 1, 5 and 6 even though no school
* Mics will be set up across stage – social distant to record singing of songs without mask
* Must wear mask for performance – no shields but able to unmask when alone on stage
* Yard signs for seniors – text to seniors to provide picture for sign 2/26 last day
* Senior spotlight – will have social media post about each senior to showcase them
* Apparel – will be found on the website for purchase (hoodies, crewneck sweatshirts, t-shirts, long sleeve shirts). Logo will be black, grey and white on a dull blue colored shirt. All students will get a t-shirt. Parents are able to purchase additional items for students or themselves.

**Karrie Gutwald – Business Manager**

* 33 parent ads and 52 well wishes so far. Over 60 people donated greater than $20 for supporting cast ads.
* March 4 is the last day for supporting cast ads. It has already paid for the scaffolding for show
* Need clearances to help. Good for 5 years. Found on website.
* Thespians – paper will be given to students. Need onstage and backstage experience. Looks good on applications, minimum of 10pts to be inducted. Please provide ticket stubs, programs to show involvement from 7th grade til now. Due 3/16 in ziplock bag or shoebox and will be returned
* Last year’s inductees invited to be in yearbook photo this year.
* Will have an induction ceremony for thespians this year.

**Committees – Tracey P**

* Need clearances to volunteer/ Clearance forms available on the website. If you have clearances on file at the middle school, you can have them sent to the high school. Contact Karrie Gutwald
* **Costume committee** – Amy Winchell - Weekly email sent out. Making progress with costumes. Email for girl’s costume went out Sunday 2/24. Boys will go out next week. Costume parade will be 3/18 at 4:30pm. Last day to bring in costume items from home is 3/13.
* **Sets** – Rob Gutwald – please consider helping if you have your clearances.
* **Painting** – no parent volunteer – could use help anytime you are available
* **Props** – Michael List – Need Clorox size bottles for the fireman oxygen tanks
* **Hair/Makeup** – Janine Hribal – committee will be receiving email soon with needs. Will have one on one design meetings in the coming weeks.
* **Publicity** – Amy Pleins – 50 yard signs were ordered and will be given to each student and put around the community
* **Fundraising** – Erin Grabowski – Pepperoni Roll order form sent via email. Please use that to turn in order. Orders due 3/6 and delivered 3/16. Will make a profit of $4 per roll is we sell over 200 as an organization. Will attach flyer about the show streaming information to each box for publicity.
* **Gift Table**– Kim Koziak– sell items at shows and now online, magnets, picture frames, pictures, ornaments. New items to sell will be cookie trays and cake pops for a “watch party” theme to be sold and picked up around the streaming date. New item will be stickers – PTDG, thespians, Working to put on your laptop.

**Banquet** – Tracey P

* We are working on details for the banquet. Might have to limit the attendees due to restrictions. We were looking at The Lamplighter as the venue. More details to follow.

Next meeting TBD

Motion to adjourn meeting – Paulette Mills / Amy Winchell

**Submitted by:**

**Nicol Burdell, Secretary**

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