

## **FAB Meeting October 5, 2009**

**Attendance:** Patty O'Connell, Kaare Lotz, Julie Landes, Julie Burr, Cheryl Galka, Debbie Fons, Jeff Schaetzke, Karen Poellmann, Judy Lade, Kate Brondino, Vicki Gall, Caroline Bredeson, Maggi Brauer, Angelica Varona-Camara, Clare Weber

- 1. Prayer and Welcome** - President Patty O'Connell started the meeting and Julie Landes said a welcoming prayer.
  
- 2. Concert** – Debbie Fons to coordinate concert reception 10/8/09. 1-1/2 sheet cake, water, and juice to be offered as refreshments.
  
- 3. Myths/Metamorphosis**
  - A. Programs – Julie Landes, Jeff Schaetzke and Eileen Koop to coordinate and continue to get bios from students. Rough draft by Friday/Monday and printing next week. 600-800 programs.
  
  - B. T-Shirts – 87 ordered to arrive next week. Caroline Bredeson to coordinate. Cost set at \$15.
  
  - C. Publicity – Cheryl Galka, Julie Landes, Karen Poellmann to coordinate. Notices sent to elementary and middle schools. 11x17 posters still available.
  
  - D. Lobby Sales – Karen Poellmann brought example of candy basket. Patty O'Connell to get candy and flowers. Need to compare prices at Costco and Sam's Club for flowers. Kate Brondino to make signs and make copies for drama grams.
  
  - E. Seating/Ushers – Jeff Schaetzke estimates 155 seats with a few extra. Extra ushers needed to monitor the pool from patrons touching the water. Doors to open 25 minutes ahead of shows and locked in between. "No Intermission" signs to be posted and instructions to be given at the beginning of plays. Any latecomers to walk through auditorium and sold out sign will be posted. Reminder to be sent in the weekly theater update to discourage late arrival. Patty O'Connell to contact NHS. Liz Zembrowski to also help with usher instruction.
  
  - F. Mass on First Weekend Sunday Morning – Cast and Crew call at 12:30pm. No Mass scheduled.
  
  - G. Potluck – Good response of interest from parents. Angelica Varona-Camara and Julie Landes to coordinate 10/17/09. Email to be sent out with volunteer assignments along with requests for water.
  
  - H. DVD – Jeff Schaetzke secured a production company. Each show to be recorded on separate DVD's. Approx. 35 people sent in forms indicating interest in purchasing DVD's. To keep selling cost down FAB to partially underwrite production of DVD's to test out new company before future increased sales with spring musical.

I. Tech Meals – Vicki Gall and Angelica Varona-Camara to coordinate. 5:30pm serve time Monday (30 people) and Tuesday (45 people). No meal Wednesday. 4:30pm serve time Thursday (30 people). Patty O’Connell to contact DHS office regarding cafeteria doors.

Picture Night – Jeff Schaezke to send out notice of picture taking opportunities for both plays.

Ticket Sales – Julie Burr reporting ticket sales are going well. Julie Landes to give tickets to teachers and auction winners.

**Leahy Concert December 12, 2009** - FAB to coordinate concessions with set up in the cafeteria. Further discussion needed regarding food and Caroline Bredeson to investigate options. Parent Association to investigate the ability to serve alcohol, bartending, clean up, security, and merchandising. Patty O’Connell to coordinate volunteers. Vicki Gall in charge of merchandising. Orders taken at Fall Plays for tickets and on-line ticketing being finalized.

**Winter Play** – Two From Galilee 12/3-12/6/09 to be further discussed.

**Theater Competition** – 11/7/09 at DHS FAB will not be selling any food.

Next Meeting November 2<sup>th</sup> at 7pm

Submitted by Kaare Lotz, Secretary  
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