

MCEA Board Meeting Minutes

Date: Tuesday, July 10, 2018

Time: 6:00 PM – 10:00 PM

Location: Andria Locktenbergh's Home

Agenda: Summer Transition / Pre-planning

Present: Andria and Derik Locktenbergh, Adam and Tomasyn Breazeale, Angelica Whitbeck, Cynthia Clark, Deana Darby, Denise King, Nate and Beth Boston, Sarah Lindahl

Reports / Announcements

Theater Calendar 2018 – 2019

- Framework by Sarah Lindahl
- Fall Parent Meeting added: Tuesday, August 21, 2018
 - o 6:30 PM 1st Period, 7:00 PM All, Tour following
 - o Flyer at Open House
- Board Meetings – Tuesdays, 6:30 PM: 9/4, 10/9, 11/13, 2/12, 3/5, 4/9, 4/30
- Additional Meeting Tuesday, July 31, 2018 1:00 PM

Calendar Discussion

- One-Act Play Venue change to Duluth High School
 - o MCEA to have another school take over host duties
- New Thespian Induction Ceremony to include past Thespians who never had a ceremony
- Candles and Cake needed (Tuesday, 9/18)
- Fine Arts Showcase – not “behind the scenes” help needed
- Show pairing for Princess Tea to be determined

Old Business

Class Dues (Production Fee)

- Motion made by Adam Breazeale that students of Board members be reduced by half
 - o Motion seconded by Deana darby
 - o Motion passed by unanimous vote
- \$250 Class dues (Production Fee):
 - o \$125 required by September 21st
 - o \$125 remaining due by November 16th
- Thespian dues raised from \$40 to \$50
- Thespian Conference cost: \$230
 - o \$125 required by September 21st
 - o \$105 remaining due by January 15th

**changes can be made through December without additional charge for students exchanging their reservation

New Business

Board Heads for revised Volunteer Concentrations:

- Webmaster: Andria Locktenbergh
- Graphics / T Shirts: Angelica Whitbeck
- Preproduction: Nate Boston
- Programs / Tickets: Beth Boston
- Showtime: Deana Darby
- Advertising / Publicity: TBD
- Fundraisers (including Kohl's / locker decorations): TBD

Open House

- Supply list suggestions for Sarah Lindahl
- Payment of Dues Station with T-Shirts by Angelica
- Charms / email parent sign-up by Cynthia / Andria

Parent Meeting (8/21, Board Pre-meeting 7/31)

- Charms / email, website instruction
- Rehearsal schedule
- Volunteer explanation / sign-up
- Dues explanation / collection

** Translation opportunities suggested by Angelica

Additional Actions / Decisions

- Fundraisers continued for Theater due to hardware needs and student financial supplement opportunities
- Light Board – priority
 - o Sarah to look into grant money first
 - o Possible cost split with Chorus
- Wireless communication system – second priority
- Curtains need replacing requiring significant costs