

GBN Choir and Theatre Parents Organization Meeting

March 1, 2016

The meeting was held in the Green and Gold Conference Room at Glenbrook North High School. The meeting was called to order at 6:04 P.M.

Present at the meeting:

Chad Davidson, Andrew Wallace, Julie Ann Robinson (those three arrived late due to musical auditions), Nancy Frese, Jeannie Chang, Carol Currie, Patricia Dolins, Sue Frieden, Christine Hultman, Cheri Kates, Esther Kelly, Lori Kwolek, Missy Levine, Tracy Meyer, Linda Redstone, Meghan Rosenfeld, Bonnie Schoenberg, Kristine Schwandner, Susan Schueler, Laurie Shults, Tanya Slater, Julie Snyder, Ellen Westel, and Alison Whitlock

I. Welcome and Introductions

No introductions were necessary.

II. February Meeting Minutes Approval

No corrections were offered for the February 2016 meeting minutes. Esther Kelly moved that the minutes be approved and Bonnie Schoenberg seconded the motion. We voted and the motion was unanimously approved.

III. GBN Faculty Reports (these were last due to musical auditions)

IV. Guest Report – Mattress Sale Representative

Mark Matejka from Custom Fundraising Solutions was our special guest because we have the first ever Choir and Theatre Mattress Sale coming up on 3/19/16. Mark's contact information is as follows, should it be needed in the future:

Phone - 312-560-5449

Email - mmatejkacfs@gmail.com

Website - www.cfsnorthshore.com

Mark explained how the mattress sale as a fundraiser got started. They now work with 3500 schools and give about \$5 million back to the organizations that have the sales. GBS has done a mattress sale for 4 years now with a lot of success. The GBN cafeteria will become a showroom. The mattress prices will range from \$199 to \$2,999. They carry the big brands, including Simmons with memory foam. Hybrid mattresses are a new thing that they carry. Mark will provide staffing for the event on the day of the sale. Some organizations have been earning over \$25,000 in one sale. He thinks we should expect \$5,000 to \$15,000. Hours are 10:00 A.M. to 5:00 P.M. The buyer will place an order on the day of the sale and then it will be about 2 weeks for the mattress to be delivered to their home. There is no inventory and no

overhead for Mark and that is how they realize the savings that is passed on to the CTPO. CFS has good customer service. We can be confident that they will treat us well because they want us to have a sale year after year. There is no advertising other than banners and yard signs so we need to encourage people to go to the sale and buy. Students will be given a flyer with a coupon for \$50.00 off the cost of the mattress. Students should be sure to write their name on the coupon so that they can get EFA credit. Mark said that about 90% of sales do have a student's name attached to the sale. We should have our money back from him about 2 weeks after the sale. Mark said that it is OK to take a photo of the flyer to share with friends and neighbors. You can look for CFS Chicago on Facebook. On the day of the sale, kids will wear a mattress costume to stand out by the street and encourage passers-by to come in.

The students will receive the following money credited to their EFA when someone buys with their name attached to the sale:

Items Sold	Student Earnings
Twin/Twin XL Mattress	\$50.00
Full/Queen Mattress	\$75.00
King/Cal King Mattress	\$100.00
Pillow	\$10.00
Mattress Protector	\$10.00
<u>PLUS Added BONUS Money toward Student's EFAs!</u>	
(these bonus EFA credits are not available to a student if the special <u>district employee</u> flyer is used)	
Items / Quantity Sold	Additional Student Earnings
Pillow	\$5.00 per pillow
1 or 2 Mattresses	\$25.00 per mattress
3 or more Mattresses	\$50.00 per mattress

We will pass out flyers for the mattress sale at the Techny concert on 3/13/16.

(After the meeting) Missy Levine asked if students can earn Thespian points for volunteering at the mattress sale and Julie Ann let us know that, yes, kids can get credit for volunteering for Tri-M and also get Thespian points. (Students will be credited 0.5 Thespian credit and one Tri-M volunteer credit (both) for working one 90 minute shift on the day of the sale.)

V. Guest Report - Glenbrook Foundation "A Night of Glenbrook Theatre - Aida"

Kristine Schwandner talked to us about the Glenbrook Foundation and the dinner theatre event that they will have on the Saturday night of the Glenbrook Musical, *Aida*. The cost of the tickets is \$75.00 and that will include dinner (at GBN), the musical ticket (great seats!), and a donation to the Foundation. Catherine Hamilton, a 2005 GBN graduate, will be the guest speaker at the event. She has been on Broadway and performed in *The Merry Widow* in Chicago. Tickets for the Foundation dinner are already on sale at www.ShowTix4U.com.

VI. President's Report

Nancy reported that she has been in touch with Hillarie Sienna, the District 225 Assistant Superintendent of Business Affairs, regarding our 501(c)(3) status as well as an accountant who does work for Not for Profit organizations. The cost to get the 501(c)(3) status will be about \$300 - \$400 (documentation) and it will cost another \$300 - \$400 for a lawyer to make sure everything is filed properly. We will need to make sure to maintain the status moving forward.

Nancy also reported that the Scholarship Committee will meet with the faculty on 3/9/16 to go over the scholarship availability for this year.

VII. Vice President's Report - Communication and Publicity

Christine Hultman said that the newsletter had been sent out recently and she will be sending Tracy Meyer an updated email list.

VIII. Treasurer's Report

Tracy Meyer reported the following account balances:

Choir	\$9,100.27
Theatre	\$8,084.91
EFA Account	\$33,582.03

IX. Fundraising/ EFA Report

Patricia Dolins said that she will be having a meeting at her house on 3/14 to go over the upcoming Open Mic Night fundraiser. The meeting will be at 2212 Woodlawn at 7:30 P.M.

X. Refreshments Report

Susan Schueler suggested that we try to fill the jobs of Refreshments and Concessions separately for next year. It is too much to combine as one job. For the V Show, Lauri Shults handled the money and paid for everything they bought, then refunded the money to herself before turning in the profits of \$604.45 to Tracy Meyer. She has receipts to back up the

expenses. They spent \$909.25 on candy and the 50 cases of water were donated by Sunset. We spent \$412.00 on roses from Sunset. Roses were sold at V show in these amounts:

- Single roses – we got 125 and sold 110 (returned 15 to Sunset) – sold for \$5.00
- Three roses – we got 35 and sold 32 (returned 3 to Sunset) – sold for \$10

We brought in \$1,937.70 and our expenses were \$1,333.25 so the profit was \$604.45. Susan and Laurie commented that they will ask for more volunteers for Friday night and that there need to be two cash boxes instead of one. They would recommend having many more singles on hand and arriving earlier to sell. Finally, they would suggest keeping extra items under the table because they are too hard to get out of the box office when the lobby is crowded.

Here is the Variety Show 2016 Concession Report that Susan Schueler turned in: 50 cases of water were donated by Sunset. Dr. Tarjan coordinated the school picking this up. Some of the water was given to students for the Tuesday night (pizza) dinner. The rest was sold as concessions. We had just one case left over. Kathy Wicks, Dr. Tarjan's Administrative Assistant, was very helpful. Susan coordinated with her so that the concession could be brought to school and stored in the ticket booth. We were able to leave the leftover concessions on Saturday night and pick up at school the next week.

Candy was purchased from Costco. Copy of receipt include for details on what was bought (Tracy Meyer will have the receipt). Total purchase \$909.25.

After shows, the following quantities were left. These will be saved for the musical, which is at GBN this year.

Flowers were purchased from Sunset. Total cost was \$412.00 (see earlier in the minutes for numbers sold and returned). Table cloths were purchased at Dollar Tree for \$12.00.

Sales by night of V Show:

Thursday	\$514.00
Friday	\$643.70
Saturday	\$780.00
Total Sales	\$1,937.70
Expenses	\$1,333.25
Profit	\$604.45

XI. Chaperone Report

Techny is the next big event. There is an on-line sign up right now. GBS will pay half of the cost of snacks but we buy everything because they do not have a CTPO or comparable

organization. Please make sure there are nut-free options. Kids will park at GBN (or GBS) on Sunday and will be shuttled to Techny so that we do not fill the parking lots with our cars. Kids will load the busses at 11:45 A.M. Concerts will be at 2:30 and 5:00 P.M. on March 13, 2016. Kids will need to eat lunch at home before coming to the bus.

XII. Show Meals Report

They are gearing up for the musical and will be looking for volunteers to help. *Aida* will have a big cast and they will need a lot of help on meal days.

XIII. Banquet Report

Christine Hultman reported that the Theatre Banquet will be on Wednesday, 5/11/16, at Mission Hills. She will be getting a deadline for the payment and then they will let everyone know when they need to submit payment to Elyssa Siegel. The deadline to indicate that you want to pay with EFA funds will be the same as the drop off payment date. **IT IS CRITICAL THAT STUDENTS OBSERVE THE PAYMENT DEADLINE.** The banquet is being held off-site this year, which is a change from the past when we would have the banquet at GBN. Students cannot be late with their payments as we will not be able to reserve a place for them without it.

Julie Snyder reported that the Choir Banquet will be at Allgauer's on 5/24/16. Invitations will go out this month.

III. GBN Faculty Reports (these were last due to musical auditions)

The Techny Festival of Music will be on Saturday 3/13 at Techny Towers. On Sunday, the students have to take the shuttle bus and then, if you don't drive your own child home after the 5:00 concert, you will need to pick them up at GBN at the athletic (pool) entrance. The bus will start running at 12:15 to take kids to Techny.

The Variety Show (Crush) was great.

Aida auditions were tonight at GBN and will be at GBS tomorrow (3/2/16). The cast list will be posted on Saturday.

Tour information for the 2017 trip is in place with Brightspark but we are still waiting for School Board approval. In April, new airfares will be announced and they could help us or hurt us, we don't know. On 3/21/16 there will be a School Board meeting and we hope the proposal will be approved at that meeting.

Julie Ann reported that Group Interpretation is going well. There are 12 kids in the cast. The competition will be at Lake Park High School in Roselle, IL on 3/19 so it will fall on the same

day as the mattress sale. There will be a show at GBN on 3/18 at 7:00 P.M. in the Drama Room. If the group makes it to the state tournament, Julie Ann has a conflict and so Miguel Sanchez will take the kids to state. That will fall 2 weeks after the sectional tournament.

Theatre Board is planning something to perform at the Theatre banquet, which will give kids another opportunity to perform.

This prompted Meghan Rosenfeld to report back to the CTPO regarding the letter that was sent to Dr. Tarjan and his reply. 37 families signed the letter, including 57 adults and 23 students. Here is the message and the reply:

Dear Dr. Tarjan,

At the Choir and Theatre Parents' Organization meeting on Tuesday, February 2, 2016, we discussed the option of having a freshman play in the spring of 2016. The current freshman class includes a group of students who have enjoyed participating together in theatre through the grade schools and junior highs, as well as through the park district and local theatre groups. In the years prior to high school, they had many opportunities to learn the craft, participate in productions, and develop a love of theatre. They were excited to become active members of the theatre group at GBN.

These kids do attend and enjoy the Drama Club meetings, but the unfortunate reality is that they have been unable to participate in most productions. A few freshman students were cast in the Fall Showcase and One-Acts, both of which were wonderful experiences for those few. Those productions were held in the fall. Since then, there have been no freshmen selected to act in GBN shows (the Winter Play and Group Interpretation casts were comprised of only upperclassmen). The freshman students also understand that the likelihood of being cast in *Aida* may be slim.

At the meetings for incoming freshman that were hosted by GBN last year, a consistent theme was prominent - our students should get involved and be active participants at GBN. Our children have tried and tried to do that, but opportunities for them in theatre are very limited. The theatre students enjoy working with Ms. Robinson and appreciate her hard work and efforts. She does a great job of keeping them engaged in Drama Club and suggests opportunities to crew for shows throughout the year. They are all hopeful, however, that a freshman play will give them an opportunity to get on stage this year.

Although Ms. Robinson is not able to direct a freshman play, she stated that there might be other adults who would direct and give the freshman a chance to work together in a production. We are optimistic that you will allow a freshman play in order to give this energetic and talented group a chance to perform.

We appreciate your thoughtful consideration of our request.

Here is the majority of Dr. Tarjan's reply:

Thank you for reaching out. (Let me take) some time to explain how our productions have evolved over the years and how we tried something different this year that we will change back for future years.

Over the past several years we have added opportunities to address the issue you are addressing. Within the past 5-7 years we added a Fall Showcase (around October), the One Acts (around Feb-March) and at times we participate in Contest Play or Group Interp. We did this in effort to give more opportunities to those students who did not make the Fall Play, Winter Play, V-Show, Spring Play or Musical. In addition, when the Musical is at GBS we host a Frosh/Soph play on the main stage. As you can see, we have many opportunities.

This year we shifted the One Acts to the Fall and that created some issues. One of the issues was spreading out these opportunities. Thus, we will be moving the One Acts back to the Winter/Spring to alleviate this in the future. In addition, it would be very difficult to put on a production with the quality we are used to based on the limited resources as we host the Musical this year.

As we get ready to host our District Musical, we have so many opportunities for students to be involved as it is our largest production. Those who want to be involved in theatre who do not make the Musical have opportunities on crew, working with costumes, props etc. Every year we host, we are constantly looking for more kids to be involved in these areas. These are great opportunities for students to be part of the experience.

You mentioned the message that was sent in being an active participant in GBN. There are so many ways to be a participant, some of which evolve as the student grows at our school. Many students who may have not made plays in the past have found other great ways to be involved at GBN through either the theatre or other clubs/activities. I always encourage parents to have their son/daughter to see me if they are struggling with getting involved at GBN and I would help find other opportunities for them in different areas.

We constantly review our opportunities for students in all areas as we move from year to year. I appreciate your time for expressing your concerns. Hopefully this email helps you with getting a better understanding of some of the decisions made over the years in performing arts. If you have any other questions please don't hesitate to give me a call.

We feel that it is OK to print the response from Dr. Tarjan in our minutes since so many CTPO members signed the letter to him. We are confident that his reply was intended for all of us to see.

The meeting ended at 7:10 P.M.

Respectfully submitted,
Carol Currie
Secretary

The next meeting will be held on Tuesday, April 5, 2016, at 6:00 P.M. in the Green and Gold Conference Room at GBN.