

YPAS Producers  
**Meeting Minutes**  
October 16, 2017

**I. Call to Order**

Crystal Schiess called the order the regular meeting of the YPAS Producers at 7:11 PM on October 16, 2017 at YPAS.

**II. Those Present**

The following persons were present: Crystal Schiess, Michael Romine, Dona Romine, Dawna Jarvis, Jeni Duvall, Dena Sollano, Darlene Whitney, Sabine Waigel, Jane Walsh, Tiffany Flint, Monika Dixit, Lisa Hamilton, Carl Steinmetz

**III. Approval of Minutes**

Jane Walsh moved that the Producers accept the September minutes as submitted. Dawna Jarvis seconded the motion. Motion carried.

**IV. Discussions**

- a. Introductions
- b. Membership: Dena Sollano reported that memberships are coming in very well 412 currently on the membership list. Soon the new website will include an option for on-line registration and payment which will simplify the work of maintaining the membership list.
- c. Treasurer Report: Carl Steinmetz reported that with the exception of bounced Bingo checks we are on budget through September 2017. Carl plans to share department budget requests with Department Reps on the Producers so that they can track that against payments shown each month in the budget.
- d. Hospitality Report: Juli Duvall reported that the College and Career Day sign ups are going well. The Reception has been moved to the second floor of the YPAS auditorium building to allow more room for guests and less disruption for counselors and students. Next up for the Hospitality Committee is the VIP Reception for Sophisticated Ladies on November 17<sup>th</sup>.
- e. Spirit Wear Report. Tiffany reported that the new, bigger YPAS magnets are in. New sweatshirts (hoodie and crew) have been ordered. We are working on adding an on-line Spirit Wear store to the new website. Blankets will be coming in in time for holiday shopping.
- f. Communications Report: Dawna Jarvis demonstrated the beautiful new website. She also announced that she is leaving the board. She and Crystal are seeking a replacement for Communications/website.
- g. Social Media: In Dawn's absence, Crystal reported that we are currently posting regularly on FaceBook, Twitter, Instagram and perhaps Snap Chat.
- h. Scholarship Report: Jane Walsh reported that we hope to identify parents (of Freshman, Sophomores, or Juniors) who are serve as representatives of the dance, musical theatre, orchestra, piano, and production and design departments on the Scholarship Committee this spring. All interested should contact her at [producer scholarship@gmail.com](mailto:producer scholarship@gmail.com).
- i. Administration Report: The Fall concert season will conclude with the dance performance next week. Raisin in the Sun was a huge success. Sophisticated Ladies opens November 16<sup>th</sup> and runs through November 19<sup>th</sup>. The two matinees are sold out. Ms. Case is seeking

volunteer ushers for all performances. Parents in teams of three can contact her to schedule a performance.

- j. Fundraising Report: Chrystal reported that St. James Parking was a success, raising over \$9,000 in two days. (Sunday was washed out.) Several parents reported a lack of general organization and too few volunteers. One suggestion was that each day be assigned to a different department because it is an enormous volunteer task. This might facilitate better recruitment. A second suggestion was that we actively recruit volunteers as the Freshman Reception next September.

V. **New Business**

- a. Crystal reported that she will have a clear plan for installation of the auditorium name plaques by the November producers meeting.
- b. Chrystal asked if the Producers wanted to move the meeting space to the orchestra room, since we've been resigned to a new room in the Annex. All Producers present agreed that staying in the Annex Room was just fine.
- c. Lisa Hamilton presented a request by the Percussion Band for \$2894 to pay for transportation for the ensemble to the invitation-only Midwest Clinic of International Band and Orchestra Conference in Chicago in December. This is a highly selective and prestigious opportunity for the Percussion Ensemble. The Producers agreed to fund \$1500 of the bus costs out of our \$5000 emergency fund. If other fundraising opportunities do not close the remaining \$1384 gap, Producers are willing to revisit the request.

Crystal adjourned meeting at 8:01 PM.