

Date:	May 06, 2024	FABL Drama - Meeting Minutes		
Meeting Lead:	Tara Faulkner			
Secretary:	Adrienne Nash			
Attendees:	Name:	Present?	Name:	Present?
	LaGina Austin		Kristin Hood	
	Bridget Byrne		Adrienne Nash	
	Adam DeCoste		Brian O'Neill	
	Mary Drew		Tracey O'Neill	
	Meera Gill			
	Lesley Glorioso			

FABL Drama Roles and Responsibilities		
Person	Role	Responsibilities
Kristin Hood	VP Drama	Schedule and organize monthly FABL Drama meetings. Report updates to FABL Corporate meetings.
Mary Drew	Drama Treasurer	Serving treasurer role for both FABL Corporate and FABL Drama
Adrienne Nash	Drama Secretary	Responsible for taking notes at Drama meetings, and distributing notes and action items.

Action Items from Last Meeting (Month, DD, YYYY)		
Task	Responsible	Status

Current Meeting Agenda
<ul style="list-style-type: none"> • Data Storage/Websites/Media Pages • Lucky Hudson • Ads vs sponsorships

- Money/Financial Updates

Meeting Notes

- Data/Computer
 - Kristin asked about Licenses Microsoft –
 - Website ready to go once we make the transition
 - Kristin putting charter info on google drive and can also put them on website
 - Kristin has made drama boosters page and music boosters page on website with background info of what we've donated in past
- Lucky Hudson
 - Meera can call town if needed -Meera got auto confirmation
 - Lisa can bring sandwich board to town meeting
 - Program is ready to go
 - Brian – tickets – will order 2000 of them
 - Middle school tix can go in bins in LHS closet
 - Extra posters – sell at show? – Yes!
 - Cast party-pizza
 - Cast photo – Brian will take Friday night and send to Adrienne
 - Need more volunteers -Meera sending out signup genius again
 - Adrienne check: Melissa & Kimberly—did Adam give them access to new login?
 - Monday-Izzy in teachers room on Monday and Thursday and Emily and Lauren on Monday
 - OK to sell bigger posters too
 - Tracey will coordinate with Holly C for cast photo board
 - Sports study being moved M/T/TH
 - Scott Glorioso will video
 - Meera—will send reminder for concessions and ludis
 - Sandwich boards back to Lisa's barn after show
- Ads vs sponsorships
 - Would fabl corporate do this for all of fabl?
 - For drama sponsorship only or music and drama?
 - Tara will reach out to Sarah re music boosters
 - Katrina letting Adam know about subcommittee
 - Katrina and a sub-committee will do some legwork over summer
 - Subcommittee: Katrina, Lisa, Mary, hoping also Tracey & Adam – plan to meet in August and start then
 - Consider having sponsorship levels?
 - Sponsorships will be on one page – discussion needed for page length of programs
 - Consider: sponsors out on bulletin board; in program; on website
 - Consider allowing HS students who would be interested in taking an initiative and doing it
- Money -updates
 - Consider offering LMS students drama swag?
 - Mary can put together a financial forecast spreadsheet for next meeting
 - \$\$ divvied up: school pays for everything except for printed materials
- LHS & LMS parent coordinators go into the 'how to do everything' and update if needed

- o Brian will double check and put 'how to do' in general
- Next meeting: Monday June 3rd

Action Items

- Meera sending out Lucky Hudson signup genius again (backstage volunteers) and also reminder for concessions and tickets
- Tracey will coordinate with Holly C for cast photo board
- Adrienne check: Melissa & Kimberly—did Adam give them access to new login?
- Brian – tickets – will order 2000 of them
- Mary can put together a financial forecast spreadsheet for next meeting
- Brian will double check and put 'how to do' in general
- LHS & LMS parent coordinators go into the 'how to do everything' and update if needed
- Tara will reach out to Sarah re ad/sponsorship subcommittee/music boosters interest

Next FABL Drama Meeting: Monday, June 3rd (Meetings are first Mondays of each month)