

CTPO Minutes: September 5, 2023

Meeting Participants: Kim Ludtke, Kim McGarry, Rhea Saffar, Amy Feinstein, Wendy Johnson, Tim Broeker, Tracey Becker, Kelsey Nichols, Tracey Kelley, Julie Weinberg, Michelle Leibovitz, Eileen Brett, Lam Chen, Jodi Oldani, Molly Brown, Stephanie Roseman, Chad Davidson, Lauren Noll, Liz Abrams, Katie Walther, James Williams, Heidi Malkin

1. Co-President's Welcome (Rhea and Tracey B)
 - a. Introductions
 - b. There are still open positions. If you are interested, please contact Rhea Saffar or Tracey Becker.

2. Approval of Minutes from the May 2023 meeting (Amy F)
 - a. A motion was made and seconded to approve the minutes from the May 9, 2023 meeting, and the Executive Board approved the minutes.

3. Directors' Reports
 - a. Parent Night will be taking place on September 12, 2023. CTPO will have a table to present in the choir hallway. Looking for volunteers to be at the table during your child's SRT time. If there is a CTPO member in the choir rooms please stand up and remind parents to join the CTPO.

 - b. Choir- Mr. Davidson
 - i. Numbers of students enrolled in choir have stayed the same and mood and enthusiasm are high. Auditions for extra curricular choirs are in process, while some choirs have already begun. Sign ups for singing lessons are available at \$30 for a half hour lesson. T-shirts for the choir program are in the planning. Choir uniforms are ready to be passed out.
 - ii. Ms. Nichols said that newsletters will be sent out soon

 - c. Theatre/Stage Crew- Mr. Broeker
 - i. Annie opens in a month and ticket sales have opened up. Posters are available to display to businesses around town.

- ii. Winter Play- Puffs. This is a spoof of Harry Potter. It will be directed by Dr. Schelard.
- iii. One Acts will take place after the V-Show. Next year it will take place in the fall.
- iv. Glenbrook Musical, The Prom will take place in the spring
- v. Performance Class- 25 students are taking this class

4. Treasurer's Report (Kim M)

- a. \$47,000 in the bank account. This year we are looking at ways to make this grow. After reviewing our fundraisers in the past, let's remove events that didn't do so well. Concessions and Open Mic Night made a lot of money. Budget has been created for this year. An audit committee must review where we ended up last year and what expenses were reimbursed are documented.

5. Vice President (Randi)

6. Marketing/Communications (Julie and Carrie)

- a. If there are any updates for the website please send them to Julie or Carrie. This year we will focus on sharing more pictures. Please send pictures, comment on them and like.

7. Membership/Volunteer Development (Wendy)

- a. There are 75 members so far. These next few weeks Wendy will reach out to ask more families to join the CTPO.
- b. Annie volunteering opportunities will be sent out soon
- c. Parent Night- the CTPO will have a table in the choir hallway. If you are willing to volunteer during your child's SRT, please stop by.

8. Committee Reports

- a. Show Meals: Theatre (Tracey K and *open*)
 - i. Looking for someone to co-chair. If you are interested contact Tracey. The time commitment is four times a year during tech week.
 - ii. Show Meals discussion: Last year CTPO was approached by crew for orchesis and V-Show. Would we consider offering show meals for these

other activities (for vshow include musicians in the pit)? There are a lot of logistics to think about. If this does happen a show meal team would need to be created.

b. Concessions (Lee and *Randi/open replacement*)

- i. We are looking to have one person join this position. If you are interested, please contact Lee or Randi. There will be no concessions at the winter play or One Acts. There will be concessions at Annie, V-show and the Glenbrook Musical.

c. Banquets (Katie and Randi)

- i. Allgauer's had an allergy situation last year and we are no longer comfortable hosting our banquets at this location. However, it is difficult to find a location with their price point. We will be looking elsewhere.
- ii. Mr. Davidson reported that the students wanted to scale back on the theatre banquet. They would like to do what GBS does, which is an evening of pizza in the cafeteria. The students thought it might be fun to theme the event and possibly dress up.

The choir and theatre banquets are typically most of the same people. It is expensive and only two weeks apart. In the past, this was the way that it was done. It was much less formal. This would not include parents or maybe for awards only. Kids will vote to see if they want this, but the theatre board liked the idea.

d. Uniforms (Nicole)

- i. Uniforms are ready to be organized before passing them out. Volunteers are needed to help with this. It will take place during the school day. There will be a changing area to try on uniforms. At the end of the year the uniforms will need to be collected and brought to the dry cleaners.

e. Merch (*open*)

- i. We are looking to provide spirit wear this year that will launch in November.

- f. Hospitality (Cider & Song, Jr. High Choral Fest) (Liz)
 - i. This is a welcoming table at certain events. Choir camp would be a great opportunity for something like this. The Ice cream social was a huge success. There were approximately 100 students that attended. This was all sponsored by the CTPO.

- g. Fundraising: FPP
 - i. This year each event will be headed up by a different person.
 - 1. Fall- Lou Malnati's (Sue Spreckman)
 - 2. Winter- soft pretzels (Eileen Brett)
 - 3. Spring- TBD (Jodi Oldani)
 - ii. A question was brought up regarding offering scholarships instead of FPP's? It seems that many students are not fundraising as much. According to the by-laws, we have to offer FPP, however we could amend the by-laws. This would need to be discussed with Dr. Tarjan.
 - iii. These points could go towards other things such as voice lessons, since this year we will not be touring. We should reframe this to make it cool to help others.
 - iv. The first \$30 raised has to go towards CTPO membership, if you are not already a current member.

- h. Fundraising (General/Scholarship)
 - i. Dine outs (Molly and Julie)
 - 1. Grill house- November 8th
 - 2. January - Chipotle
 - 3. March- Culvers
 - 4. Sushi Burrito- possibly
 - ii. Shopping in fall, shopping in spring (*open*)
 - 1. Kendra Scott in early December
 - iii. Open Mic Night (Jodi with LNoll and LGordon)
 - 1. Save the date: 5/11/24
 - 2. This year we are looking to have the students do a lot of the work.

3. Open positions: Ticket sales, decorations, refreshments, screening the acts/student liaison, publicity/Jr. High outreach, Auction/Raffle/Sponsorship

Next meeting: October 3 (Green and Gold Conference Room)