

GBN CTPO Meeting Minutes  
Tuesday, May 7, 2024 – VIA ZOOM

**Attendance:** Eileen Brett, Chad Davidson, Julie Weinberg, Carrie Winkler, Kelsey Nichols, Amy Feinstein, Kim McGarry, Tracey Kelley, Kim Luedtke, Katie Walther, Rhea Saffar, Tim Broeker, Heidi Malkin, Wendy Johnson, James Williams, Lee Gordon, Tracey Becker, Jodi Oldani

**Approval of minutes for April 2024**

- A motion was made and seconded to approve the April minutes. The motion passed.

**Call to Order**

**Nominating Committee** Lauren Noll

**Vote on Slate**

- A motion was made and seconded to approve the slate of candidates for the CTPO 2024-2025 school year. The motion passed.

**Next year meeting times will change from 7:00-8:00 instead of starting at 6:00.**

**Co-Presidents' Report**

- Senior Gifts are in and look great
- HOME t-shirts- 100 shirts were ordered and will be sold at the Spring Concert and Concert in The Park for \$20 each.

**Director's Reports**

- Choir \*Chad Davidson & Kelsey Nichols
  - Upcoming events

- Spring Concert- With the Spring concert coming up Mrs. Nichols wants to know what supports the CTPO needs in terms of wardrobe? CTPO will take care of roses for the seniors as well as Helen Raymaker
    - Auditions- Fermatta, Ow, Express- workshops will be taking place.
    - Open Mic Night
    - Concert in the Courtyard
    - Evening of A Capella
    - Choir kickball tournament will take place after the Concert in the Courtyard.
  - Thank you for all of your support during The Prom, especially with show meals which brings kids together and fosters relationships.
  - Registration for Orlando was difficult, but is improving. The soft deadline is May 17th and the hard deadline is at the end of September
- Theatre/Crew \*Tim Broeker
    - Thank you all for your support especially during show meals and the upcoming banquets.
    - 13 students have applied to be on the theater board for next year.

**Treasurer's Report** \*Kim McGarry

- \$57,000 balance. Show meals made very little money. We are still waiting for the final results from concessions. There will be some cash outflows for the banquets and end of year costs.

- Looking to add an additional line item for next year's banquets. This will not exceed \$1000 and will add more transparency. This would include costs for decorations as well as possible AV equipment usage.
- CTPO assist program allows students support with show meals, tickets, and banquets. One student has taken advantage of this opportunity.
- Remind the seniors that there is still FPP and they can use this towards the banquets. They should clean out your accounts.

### **Board & Committee Chair Reports**

- Vice President FPP \*Randi LeBoyer
  - The finalized FPP is up to date and organized. It is available on the website where you must fill out the form in order to use your FPP.
- Communications \*Julie Weinberg & Carrie Winkler
  - All of the upcoming activities are posted as well as the parking raffle from Open Mic Night.
- Fundraising
  - DoRite Donuts \*Heidi Malkin
    - \$275 was made for the sales after turnabout. A total of 55 orders were placed with \$5 per order made. In the future we should suggest that we make \$5 per dozen. Also, a suggestion was made to do this for Homecoming as well.
  - Open Mic- May 11th
    - Raffles will run through Mothers Day. A random number generator will be used to pick the winner for the parking spot. Announcements will be emailed.
    - Advanced tickets sales have taken place. There are 29 acts this year. Typically there are only 25 acts.

- Many donations have been made including Cubs tickets, golf outings, Bears preseason tickets, and many raffle prizes.
  - Set up will take place on Saturday at 11:00. Party favor cookies have been donated once again.
  
- Membership & Volunteer Development \*Wendy Johnson
  - The final membership for this year is 94 members.
  - Choir concert volunteers- chaperones are needed as well as volunteers to collect uniforms.
  
- Scholarship Committee \*Kim Luedtke \*proposal
  - 5 students have been selected to receive a \$400 scholarship. This will be given at the senior award ceremony.
  - A motion was made and seconded to approve that the scholarship money will be given directly to the student rather than to the university. The motion passed.
  - Student funds will be given to the student directly instead of sending them to the university. A letter will be provided that states that the money will be used towards their academics.
  - Mr. Broeker mentioned that a student that needed the money could not apply for the scholarship because their parents did not join the CTPO. This may be a discussion we have for next year.
  
- Show Meals \*Tracey Kelley & Amy Torf
  - Show meals were successful. Dengeos did a fabulous job with only one meal that was incorrect. We believe that it was the students mistake and not Dengeos. 586 meals were provided with a profit of \$586. Next year we will be looking into other vendor options.

- Concessions \*Lee Gordon & Randi LeBoyer
  - The remainder of the concessions will be sold at Concert in the Courtyard
  
- Banquets \*Katie Walther
  - Theatre banquet will take place at Hackney's this year. It is more casual. 117 people will be attending. We are looking for someone to help Rhea with setup. There will be four options for meals and everything is not free. Vegetarian and gluten free meals all can be addressed. There will be open seating. Next year we might look into creating centerpieces to be used year after year for all events. We will comp the cost for the directors.
  - Choir banquet will take place at Allgauer's.

**Next meeting: JUNE \_**  
**LOCATION/TIME TBD**