

## **JTC Booster Club Board Meeting 10/4/22 at 6:30pm - Minutes**

Meeting commenced at 6:35 pm with the following in attendance:

Teri Orlando (President), Polly Royer (Vice President), Jessie Miller (Vice President of Fundraising), Amy Burzinski (Comedy Sportz Chair), Kimberly McKean (Vice President of Volunteers), Ashlee Hurst (Vice President of Productions), Lauren Ashley (Secretary), Natalie Sandberg (Finance Chair), LEEANNE AGUILAR (Vice President of Technology and Communications), Andrew Midkiff (Director)

### **Director's Update - Andrew Midkiff**

Introduction and review of upcoming events (Puffs, Thespian Festival, Midsummer Night's Dream Auditions)

### **Treasurer's Report and Audit - Natalie Sandberg**

Report: See attachment

### **Puffs – Ashlee Hurst**

Need extra volunteers:  
Order and Pick up Food: 4 dates  
Open safe and count money before box office opens for all shows  
Count money and deposit after every show  
Order and deliver food for the after party  
Work with Felix on music at the afterparty  
Make Wizard themed stuff to sell: Golden Snitches and Jelly Beans (have supplies, will have Joe deliver to school)

### **Merchandise – Jessie Miller**

Update provided on sales and ideas for future fundraisers (such as spirit nights or drawings), encouraged mentioning of the Go Fund Me at the upcoming production

### **Comedy Sportz – Amy Burzinski**

October 5<sup>th</sup> 7PM at JHS, October 20<sup>th</sup> at Tompkins, November 9<sup>th</sup> at JHS

### **President's Closing – Teri Orlando**

Scholarship - Needs volunteer to edit scholarship letter

October 28<sup>th</sup> Halloween Party

Audit – Almost complete, in final stages

## **Website – Leanne Aguilar**

The website is ready to go – Per Midkiff, pictures from last year are approved to use on website, but this year is not yet cleared

**Meeting ended at 7:09 PM.**

# Jordan Theatre Company Booster Club FY 2022

## Treasurer's Report

09/01/2022 - 09/30/2022

2022-2023 Short year	Income	Expenses	Year to Date	Net Budget	More/-Less
<b>STUDENT JTC MEMBERSHIP</b>					
10 Carry in - Membership Students	\$6,240.00	-	\$6,240.00	\$6,240.00	-
11 Membership Students	\$455.00	-	\$455.00	\$910.00	-\$455.00
12 Stage Make up Income	-	-	-	\$500.00	-\$500.00
13 Student member and event expenses	-	\$111.71	-\$111.71	-\$3,000.00	\$2,888.29
14 Stage Make up Expense	-	-	-	-\$500.00	\$500.00
15 Awards	-	-	-	-\$500.00	\$500.00
16 General JTC expenses	-	\$78.86	-\$78.86	-\$2,000.00	\$1,921.14
<b>STUDENT JTC MEMBERSHIP Totals</b>	<b>\$6,695.00</b>	<b>-\$190.57</b>	<b>\$6,504.43</b>	<b>\$1,650.00</b>	<b>\$4,854.43</b>
<b>STUDENT THESPIAN MEMBERSHIP</b>					
20 - Active member annual dues	-	-	-	\$1,060.00	-\$1,060.00
21 Induction fees Income	-	-	-	\$1,100.00	-\$1,100.00
22 Annual Dues Expense	-	-	-	-\$130.00	\$130.00
23 Induction fee expense	-	-	-	-\$1,100.00	\$1,100.00
24 Ceremony Expense	-	-	-	-\$300.00	\$300.00
25 General Thespian Expense	-	-	-	-\$200.00	\$200.00
26 Senior Trip	-	-	-	-\$3,000.00	\$3,000.00
<b>STUDENT THESPIAN MEMBERSHIP Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-\$2,570.00</b>	<b>\$2,570.00</b>
<b>Fundraisers</b>					
30 Carry in BC Memberships	\$2,600.00	-	\$2,600.00	\$2,600.00	-
31 BC Memberships	\$3,350.00	-	\$3,350.00	\$1,345.00	\$2,005.00
32 Carry in Corp Sponsors	\$5,250.00	-	\$5,250.00	\$5,250.00	-
33 Corp Sponsors	-	-	-	\$13,150.00	-\$13,150.00
34 Spirit events, Flipgive, Amazon smile	\$28.53	-	\$28.53	\$1,300.00	-\$1,271.47
35 General donations	\$450.00	-	\$450.00	\$5,000.00	-\$4,550.00
36 Donations scholarships	-	-	-	\$2,000.00	-\$2,000.00
37 Merchandise sales	\$669.00	-	\$669.00	\$4,000.00	-\$3,331.00
38 Memory book sales	-	-	-	\$1,000.00	-\$1,000.00
40 Concessions general expense	-	\$355.70	-\$355.70	-\$1,000.00	\$644.30
41 Merchandise expense	-	\$211.04	-\$211.04	-\$4,000.00	\$3,788.96
42 Memory Book expense	-	-	-	-\$1,000.00	\$1,000.00
43 Fundraising Misc	-	-	-	-\$200.00	\$200.00
44 Scholarship expense	-	-	-	-\$5,000.00	\$5,000.00
<b>Fundraisers Totals</b>	<b>\$12,347.53</b>	<b>-\$566.74</b>	<b>\$11,780.79</b>	<b>\$24,445.00</b>	<b>-\$12,664.21</b>

2022-2023 Short year	Income	Expenses	Year to Date	Net Budget	More/-Less
<b>FACILITY and DIRECTORS</b>					
50 PAC Hire income	-	-	-	\$1,500.00	-\$1,500.00
51 PAC Hire Expense	-	-	-	-\$1,000.00	\$1,000.00
52 Black Box and PAC improvements	-	\$607.89	-\$607.89	-\$1,500.00	\$892.11
53 Equipment wishlist	-	-	-	-\$5,000.00	\$5,000.00
54 Conferences	-	\$433.17	-\$433.17	-\$3,000.00	\$2,566.83
55 Teacher Appreciation	-	-	-	-\$500.00	\$500.00
<b>FACILITY and DIRECTORS Totals</b>	-	<b>-\$1,041.06</b>	<b>-\$1,041.06</b>	<b>-\$9,500.00</b>	<b>\$8,458.94</b>
<b>24 Hour Playfest</b>					
60 Carry in Registration fee - Playfest	\$540.00	-	\$540.00	\$540.00	-
61 Registration fee - Playfest	-	-	-	\$1,710.00	-\$1,710.00
62 Tickets & Concessions - Playfest	-	-	-	\$2,200.00	-\$2,200.00
63 Participant expense - Playfest	-	-	-	-\$2,250.00	\$2,250.00
64 Show Expense - Playfest	-	\$377.58	-\$377.58	-\$500.00	\$122.42
65 Advertising - Playfest	-	-	-	-\$250.00	\$250.00
66 General - Playfest	-	-	-	-\$200.00	\$200.00
<b>24 Hour Playfest Totals</b>	<b>\$540.00</b>	<b>-\$377.58</b>	<b>\$162.42</b>	<b>\$1,250.00</b>	<b>-\$1,087.58</b>
<b>FALL SHOW - Puffs</b>					
70 Carry in Registration fee - Fall	\$2,550.00	-	\$2,550.00	\$2,550.00	-
71 Registration fee - Fall	\$2,625.00	\$150.00	\$2,475.00	\$2,700.00	-\$225.00
72 Tickets & Concessions - Fall	\$701.00	-	\$701.00	\$12,000.00	-\$11,299.00
73 Playbill ads - Fall	\$75.00	\$50.00	\$25.00	\$300.00	-\$275.00
74 Ticket Fee - Fall	-	\$43.35	-\$43.35	-\$400.00	\$356.65
75 Participant expense - Fall	-	\$1,173.64	-\$1,173.64	-\$4,000.00	\$2,826.36
76 Show Expense - Fall	\$2,906.73	\$9,111.82	-\$6,205.09	-\$8,000.00	\$1,794.91
77 Advertising - Fall	-	-	-	-\$100.00	\$100.00
78 General - Fall	-	\$16.99	-\$16.99	-\$500.00	\$483.01
<b>FALL SHOW - Puffs Totals</b>	<b>\$8,857.73</b>	<b>-\$10,545.80</b>	<b>-\$1,688.07</b>	<b>\$4,550.00</b>	<b>-\$6,238.07</b>
<b>TX STATE THESPIAN FESTIVAL</b>					
80 Carry in - Registration- TX Thespian	\$7,300.00	-	\$7,300.00	\$7,300.00	-
81 Registration - TX Thespian	\$2,700.00	\$500.06	\$2,199.94	\$8,200.00	-\$6,000.06
82 - Entry fee, hotel - TX Thespian	-	\$1,990.00	-\$1,990.00	-\$13,650.00	\$11,660.00
83 Bus - TX Thespian	-	-	-	-\$3,400.00	\$3,400.00
84 - chaperone meals - TX Thespian	-	-	-	-\$300.00	\$300.00
85 - Jerseys	-	\$1,893.14	-\$1,893.14	-\$1,200.00	-\$693.14
<b>TX STATE THESPIAN FESTIVAL Totals</b>	<b>\$10,000.00</b>	<b>-\$4,383.20</b>	<b>\$5,616.80</b>	<b>-\$3,050.00</b>	<b>\$8,666.80</b>



2022-2023 Short year	Income	Expenses	Year to Date	Net Budget	More/-Less
<b>Winter Show - Midsummer</b>					
90 Registration fee - Winter	-	-	-	\$5,175.00	-\$5,175.00
91 Tickets and Concessions	-	-	-	\$7,000.00	-\$7,000.00
92 Playbill ad sales - Winter	-	-	-	\$300.00	-\$300.00
93 Ticket fee - Winter	-	-	-	-	-
94 Participant Expense - Winter	-	-	-	-\$3,750.00	\$3,750.00
95 Show Expense - Winter	-	\$121.40	-\$121.40	-\$8,000.00	\$7,878.60
96 Adverstising - Winter	-	-	-	-\$150.00	\$150.00
97 General - Winter	-	-	-	-\$500.00	\$500.00
<b>Winter Show - Midsummer Totals</b>	-	<b>-\$121.40</b>	<b>-\$121.40</b>	<b>\$75.00</b>	<b>-\$196.40</b>
<b>OAP</b>					
100 Registration fee - OAP	-	-	-	\$1,200.00	-\$1,200.00
101 Tickets and concessions - OAP	-	-	-	\$650.00	-\$650.00
102 Participant expense - OAP	-	-	-	-\$2,000.00	\$2,000.00
103 Show Expense - OAP	-	\$50.00	-\$50.00	-\$1,800.00	\$1,750.00
104 Royalty, Scripts, Entry fee	-	\$300.00	-\$300.00	-\$1,350.00	\$1,050.00
105 Regionals	-	-	-	-\$1,000.00	\$1,000.00
<b>OAP Totals</b>	-	<b>-\$350.00</b>	<b>-\$350.00</b>	<b>-\$4,300.00</b>	<b>\$3,950.00</b>
<b>SPRING SHOW - Theatre X</b>					
110 Registration Fee - Spring	-	-	-	\$3,600.00	-\$3,600.00
111 - Tickets& concessions - Spring	-	-	-	\$4,200.00	-\$4,200.00
112 Playbill ad sales - Spring	-	-	-	\$50.00	-\$50.00
113 Participant Expense - Spring	-	-	-	-\$3,175.00	\$3,175.00
114 Show Expense - Spring	-	-	-	-\$1,500.00	\$1,500.00
115 Advertising - Spring	-	-	-	-\$300.00	\$300.00
116 General - Spring	-	-	-	-\$250.00	\$250.00
<b>SPRING SHOW - Theatre X Totals</b>	-	-	-	<b>\$2,625.00</b>	<b>-\$2,625.00</b>
<b>COMEDY SPORTZ</b>					
120 - Student Registration - Comedy	\$825.00	-	\$825.00	\$1,120.00	-\$295.00
121 - Tickets & concessions - Comedy	\$10.00	-	\$10.00	\$1,800.00	-\$1,790.00
122 Team Registration, match fee, jersey kits	-	-	-	-\$3,150.00	\$3,150.00
123 General - Comedy	-	\$138.32	-\$138.32	-\$500.00	\$361.68
<b>COMEDY SPORTZ Totals</b>	<b>\$835.00</b>	<b>-\$138.32</b>	<b>\$696.68</b>	<b>-\$730.00</b>	<b>\$1,426.68</b>
<b>BANQUET</b>					
130 Tickets -Banquet	-	-	-	\$7,000.00	-\$7,000.00
131 Venue - Banquet	-	-	-	-	-
132 DJ & Photo Booth - Baquet	-	-	-	-\$1,500.00	\$1,500.00
133 Decor and general	-	-	-	-\$4,500.00	\$4,500.00
134 Drinks and Meals	-	-	-	-\$3,000.00	\$3,000.00
<b>BANQUET Totals</b>	-	-	-	<b>-\$2,000.00</b>	<b>\$2,000.00</b>

2022-2023 Short year	Income	Expenses	Year to Date	Net Budget	More/-Less
<b>ADVANCE EXP 2023-24</b>					
210 Rights and Scripts	-	-	-	-\$4,000.00	\$4,000.00
211 - Misc 2023-24 paid in advance	-	-	-	-\$1,500.00	\$1,500.00
<b>ADVANCE EXP 2023-24 Totals</b>	-	-	-	<b>-\$5,500.00</b>	<b>\$5,500.00</b>
<b>Administration</b>					
200 - Cash box	-	\$300.00	-\$300.00	-	-\$300.00
201 General Admin	-	\$510.98	-\$510.98	-\$1,500.00	\$989.02
202 Insurance	-	-	-	-\$345.00	\$345.00
203 Dues and Subscriptions	-	\$69.00	-\$69.00	-\$1,300.00	\$1,231.00
204 Parent Booster fee	-	-	-	-\$300.00	\$300.00
206 New Website	-	-	-	-\$1,500.00	\$1,500.00
<b>Administration Totals</b>	-	<b>-\$879.98</b>	<b>-\$879.98</b>	<b>-\$4,945.00</b>	<b>\$4,065.02</b>
<b>2022-2023 Short year Totals</b>	<b>\$39,275.26</b>	<b>-\$18,594.65</b>	<b>\$20,680.61</b>	<b>\$2,000.00</b>	<b>\$18,680.61</b>
<b>Bank Square Fees</b>					
	<b>Income</b>	<b>Expenses</b>	<b>Year to Date</b>	<b>Net Budget</b>	<b>More/-Less</b>
Square Fees	\$0.52	\$68.12	-\$67.60	-\$2,000.00	\$1,932.40
<b>Bank Square Fees Totals</b>	<b>\$0.52</b>	<b>-\$68.12</b>	<b>-\$67.60</b>	<b>-\$2,000.00</b>	<b>\$1,932.40</b>
<b>Grand Totals</b>					
	<b>\$39,275.78</b>	<b>-\$18,662.77</b>	<b>\$20,613.01</b>	<b>-</b>	<b>\$20,613.01</b>

Bank Account Balances	09/01/2022	09/30/2022	Last reconciled	Summary for the Period		
Regions Bank	\$14,657.90	\$39,367.85	09/30/2022	Starting Total		\$19,148.25
Square Clearing Account	\$4,490.35	\$393.41	09/30/2022	Income	\$39,275.78	
<b>Totals</b>	<b>\$19,148.25</b>	<b>\$39,761.26</b>		Expenses	-\$18,662.77	\$20,613.01
<i>Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.</i>				Ending Total		\$39,761.26

Submitted by:

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Starting 19,148.25  
 Carry-in 24,480.00  
 adjusted Beg. 43,628.25  
 Income 14,795.78  
 Expense <18,662.77>  
 Ending 39,761.26