



Fine Arts Boosters

MELHS FA Journey Minutes

Monday, November 30, 2017

6:30PM

MELHS Art room

In attendance: Shari Klaustermeier, Heidi Fields, Zach Brumbaugh, Zach Schnare, Chris Kasten, Lisa Jacobson, Steve Jacobson, Karen Lowe, Brenna Hopper, Amber Reuhrup, Allison Key, Lisa Faulders, Stephanie Faulders (phone)

Mission Statement of MELHS Fine Arts Boosters

The Fine Arts Booster Club will be the idea group that supports and funds the Fine Arts of MELHS encompassing the theatre, band, choir and art departments. We will keep alumni engaged, be an outreach to the community, and 100% attentive to our creative students all to the Glory of God.

NEXT FABC MEETING – JOURNEY ONLY: Monday, December 11, 6:30PM

NEXT FABC MEETING – JOURNEY ONLY: Monday, December 18, 6:30PM

NEXT FABC MEETING – Monday, January 22, 6:30 PM

The Journey to the Manger

This will be December 22nd 5:00-8:00

Set-up can begin on Thursday @9:45 or when the students finish with their finals;

Amber reported that we are able to borrow the manger & stable. She will drop those off, along with some fresh bales of hay, on her way to work Thursday morning.

Purchase an additional sign for the front of the school so they can be viewable from both directions. Looking for spotlights for the sandwich boards. Need lights brighter than last year. Electric is not currently accessible from the school sign.

Zach S. reported that he has secured the use of some sheep but we are still looking for a donkey.

There were discussions about setting it up a little different this year. Possibly set a tent up outside for the Wise Men.

Woodshop students will make tri-pods so that lights can be wrapped around them to look like trees.

Gift bags: Given with a \$25 donation. This year they will contain dated ornaments. Zach showed us a prototype ornament.

End the night in a sing along?

Positions:

- Zach B. – music and NHS volunteers
- Zach S. –lines
- Chris Kasten – parking and registration
- Amber Reuhrup– tour guides
- Stephanie Faulders – alumni and PR
- Heidi Fields - refreshments

Each position person needs to say how many volunteers they need

Music and NHS volunteers



Fine Arts Boosters

Zach B. has a sign-up sheet for NHS Volunteers

Scripts & Advertisement focal

Zach S. –

- to make posters early to pass out
- will find actors and actresses; every actor will be the same part for the whole night.
- Get copies of last year's scripts from Elizabeth and have the creative writing group "freshen up" the lines
- Setting up a sign up genius for volunteers not including food. It is FAB@MELHS.org. I am not including the password here so that it does not get published on the web site. Gmail is the same login and password.
- Send Amber a list of stations and characters
- Will send out a newsletter specifically about Journey
- On December 6th a promoted published post will be made to Facebook. Max \$100.
- Will record a commercial at Issues Etc. Change the script from last year to include the location at the end.
- Amber will pursue getting an advertisement on KLOU and WSMI; JOY FM will only list it on their events page
- Lisa J. will list in the Riverbender and Alton Telegraph ~\$60
- Karen Lowe will call the News Democrat and list on Craig's List
- Lisa Masters will write up a press release. Zach will contact her to see who it is all released too and get back to me for recording for future use.
- Does anyone have an Intelligencer contact? Shari will try to call.
- Procure additional angel costumes
- Stephanie suggested that there be more editing of the script this year because last year's had a lot of typos.

Parking lot and registration

- It was suggested that radios be used in the parking lot to communicate where the available spots are at.
- Use small papers during registration to write the times on and hand out so folks don't forget what time slot they were assigned.
- Add spots to the registration form to ask where people saw the advertisement or how they heard about the event and where they are from.

Tour Guides

- Amber to use the list from Zach to write scripts for the tour guides.

Alumni and PR

- Reported a lack of interest/ability of Alumni in participating. We think this will get easier in the future because very few of the current alumni had the opportunity to participate when they were in school. The current classes will be participating while attending school and will be more likely to come back and help after graduation.
- Stephanie will try to get more information about what would make current alumni want to participate.
- Suggested a themed character for the tour guides. The group discussed angels.

Refreshments

- Allison reported that we have plenty of cups, stirrers and hot chocolate
- Donations to be requested of cookies, candies, cakes, etc. that will be for sale
- Heidi will create a separate Sign-Up Genius for cookie donations.

The FLA group has a lock-in on Friday night so they will be able to help with the tear down.

The Thespian troop will be having a meeting on Dec. 4th to discuss Journey

Goal is \$1000 profit.

How many came last year?

Suggestions:

- Everyone be on the lookout for cheap LED lights. We would like to add more to the



Fine Arts Boosters

decorations each year and will need replacements for those that break.

Everyone be sure to put the advertisements for the Journey out to our churches to put in the bulletins. Advertise! Advertise! Advertise!
