



Nicolet Performing Arts Committee

PAC Meeting Notes

January 14, 2020

Attendees: Sue Richards, Loretta Mlekoday, Colleen Schultz, Karen Krueger, Rick Krueger, Dr. Kabara, Kimberly Voigt

1. Finance Update

- Budget and recent expenses were reviewed. End of year projected balance is about \$14,800, an increase of \$2,350 over the beginning of the year.
- Unpaid bills from program ads were reviewed. Lakeshore Family Dentistry, Just Drive and Town & Country Building Inspection remain unpaid. **Sue** will send invoices to these businesses.

2. Music and Theater

- Insert and program team has not met yet. **Loretta** will follow up with **Angela**.
 - Dr. Kabara suggested including the sale of shout outs and tshirts with show permission slips. This would provide greater lead time for shout outs and simplify the process.
- Ticket sales process updates.
 - Tickets typically go on sale two weeks before the show. **Karen & Rick** will recommend that this take place sooner to allow more time for family and friends to purchase.
 - Student sales process is still under discussion. **Karen/Rick** will meet with Laura Anderle. They recommend issuing electronic tickets to students during lunch sales.
 - The weekly parent update email will include reminders about electronic ticket purchases.
- Needs for upcoming events
 - Little Shop of Horrors 2/26 - 3/1. **Kimberly** will continue to work with Laura Anderle and Colleen Lentz to determine when the PAC should plan meals.
- Timing of program insert is still TBD - **Loretta** will follow up with **Angela**.

3. From Prior Meetings

- Graphic design succession and secretary are still open. A second ask for secretary will be made in the January Unknighed newsletter. It was also

suggested that a recruitment event after the musical may be useful, as it draws a new/larger group of students.

Next Meeting: Tuesday, February 11th