

Friends of the Ritz, Inc

April 26th, 2022, Board Meeting 2nd Quarter
7:00 PM T/S Co Library/Community Rm
Minutes

I. Call to Order/Roll Call

DATE: 4/26/22 **TIME:** 7:00pm

Roll Call

President Gary Cortellino: _____ **Vice Pres, Ron Matheson:** _____
Treasurer Keith Kozicki: _____ **: Secretary Shantelle Grant** _____,
Sharon Crosby : _____ **Karon Miller:** _____
Vicky King: _____ **Mark Elam:** _____, **Nathan: Collins** _____

II. Approval of January 25th, 2022 Meeting Agenda

Motion: _____ **Second:** _____

III. Approval of January 25th, 2022 Financial Report

Motion: _____ **Second:** _____

IV. Reports:

- a) **Treasurer's Report** (Keith)
- b) **Programming Committee Report** Keith/Nathan)
- c) **Membership Committee Report** (Gary/Mark)

V. Old Business:

- a) FOTR fundraising brochure mailing update
- b) Chamber/Awards ceremony Tuesday, May 17th @ 6pm, Currahee Club
- c) Lightwire Theater TO DO list assignments Saturday, May 7th @ 7pm
- d) Local at the Ritz concert TO DO assignments Thursday, May 12th, 6pm
- e) Membership Committee Action Items

VI. New Business:

- a) Lightwire poster distribution
- b) FOTR concessions
- c) Katie Deal Christmas show

VII. Public Comments

VIII. Adjourn Meeting

Motion: _____ **Second:** _____

Next Meeting: Tuesday, July 26th, 2022 @ 7 pm

Lightwire Theater TO DO List:

- 1) Contract - DONE
- 2) Initial Payment- \$1,000 DONE
- 3) Final Payment - \$4,000 (Keith)
- 4) Sound Tech – Chris Chambers DONE
- 5) Hotel Lodging – Country Hearth Inn & Suites DONE
- 6) Performance Night Hospitality
- 7) Eventbrite Page - DONE
- 8) Paper Ticket Printing
- 9) Paper Ticket In-house Sales
- 10) N & C Marine Comp Tickets - how many? (Keith)
- 11) Posters (printing and distribution)
- 12) Ritz Wall Banner
- 13) Radio Spots
- 14) Print Ads (Toccoa Record & NE Georgian)
- 15) Tech Rider Checklist (Keith/Tami/Chris)
- 16) Georgia Presenters/FTI Requirements & Final Report to include:
 - Audience Survey & Summary of Results
 - Promotional Materials Used
 - Economic Impact Report (Keith)
- 17) Day of Show Staffing
- 18) Other tasks??

FOTR – Membership Committee Action Items 02/22/2022

Membership Levels

- Changes/additions

Develop membership sales materials

- Design and print brochures
- Distribute
- FOTR members/supporters decal

Maintain, grow and expand constituent base

- Review current and past members and solicit to retain
- Identify new prospects
- Assign solicitors
- Solicit prospects
- Steward members
 - Publicity/recognition
 - Benefits

Research Private and Corporate Grants

- Develop proposals

Develop Special Event

- Brainstorm ideas for an event to raise awareness of FOTR, celebrate supporters and attract new members. Love to have something fun and unique but could be anything
 - Gala or Dance
 - Different kind of golf event (wine tasting or night golf)
 - Pub Crawl/tasting event
 - Scavenger Hunt
 - Etc.

YES! I want to support th

*Donation Date: _____

*Name: _____

*Address: _____

*City: _____ *ST: _____ *Zip: _____

*Email Address: _____

*Phone Number: _____

*Required

Please contact me about volunteer opport

Yes _____ No: _____

Donation Level: (Please Check As Applica

_____ Producer: \$1000

_____ Director: \$500

_____ ~~Writer: \$250~~

_____ Cast Member: \$100

_____ Basic Membership: \$36

Check Enclosed

Credit Card

Card # _____

Exp ____/____ CV _____

Please note that only donations of \$36 and above are eligible for FOTR member benefits.

Please make check out to Friends of the Ritz, Inc. to:

Friends of the Ritz, Inc.
P. O. Box 247
Toccoa, GA 30577

Friends of the Ritz, is an exempt organization as described in Section 501(c)(3) of the Internal Revenue Code; EIN 81-0000000