

# Pearland HS Musical Meeting Minutes/Notes

Date of Meeting: November 28, 2023

Meeting called to order at 5:58p by Audra Anderson.

## \*In Attendance.

PISD Staff: Simpson

Musical Board Members: Audra Anderson (Chair), Dustin Anderson (float build), Kathryn Alamia (Fan Grams), Linda Roberts, Pam Van Maaren (Chair), Melissa Washington (Community Events), Audie Johnson (Sponsorship), Anitra Frederick (Secretary), James Frederick (webmaster), Eboni Granger, Veronica Cisneros, Renee Nichols, Wendee DeLano (Costumes), Becky Warfield (Treasurer)

## \*Approval of Minutes.

Previous meeting – 11.14.2023 musical board meeting. Will review and vote at the next meeting on two sets of minutes.

## \*Committee Business

1) Car wash – Nov 18. Update/Review: Successful, steady, sometimes slow. Students who were there worked hard and stayed busy.

Potentially hold another car wash – Dec 9? Sponsorship Car Wash suggestion (Audie J). Raise money for the event through sponsorships. Can use the website to sell the sponsorships in addition to students' sales.

2) Nov 29, 4pm = **Part of Your World** party ticket checkout to students. 4:30p = Musical Cast & Crew Headshots. Mike Fox will be here. Wear a black shirt. Make-up and hair ready if desired. Sarah Nichols will inform crew.

3) Parade float build. Have held 3 more build opportunities. Float almost done at this point! Shell side complete. Ursula side has a little work remaining and cauldron. Lights to be added. Will need zip ties to connect the trailer skirt.

Next opportunity to help: Sat, 12/2 at 10am to assist with securing pieces to the trailer.

4) Tree Lighting, Fri, Dec 1, 7-10p. Students to meet at school at 4pm. Need tent, table, chairs (2), stage weights, lights, theatre flags. Can check in at the site from 2:30-4:30p. Arrive to school at 3p to load car and take to site to unload.

Students to sing "She's in Love": Geo, Alyssa, Jenaia, Stephanie LeBlanc, Paige Denmon (mersisters), Riley, Julia, Alea, and Raelynn. Cast shirts only – no full costumes. Props are in the works.

We don't yet have the run of show yet.

Will bring cards separate from little candy canes. May also use other candies to distribute.

5) Christmas Parade, Sat, Dec 2, 6-8p (official time of parade). Costumes for the parade. Ariel, Sebastian, Ursula, flotsam/jetsam in costumes. And a stuffed flounder. Will need flotsam/jetsam costume pieces. Ariel costume complete. Ursula costume complete. All other students will walk near the float and be in their cast shirts (if delivered in time).

Under the sea rehearsal will happen 11a-3p. Will feed students pizza.

3:30p. Students on the float need to be at the school in costume and will be driven over.

Students walking next to the float: Bus to leave for the parade NO LATER THAN –p (This time is TBD. Getting messages from bus barn as we are meeting). Some parents will be needed to walk next to the wagon with candy canes & cards.

Will need to assemble post-cards and candy canes. We will prepare 1000 attached candy-cane/postcards. And 1000 separate.

6) Part of Your World Party. For seating, currently thinking: 300 seats max, 275 for comfort. Students have 2 weeks to sell their tickets and the turn-in date is Dec 20. Ticket sales will be open on the website after Dec 20 due date and student sale numbers are known. 250 tickets have been created at this time for student distribution. Regarding presale of tables: We will start sales with 12 tables online. After Dec 20, more tables will be made available for sale dependent upon student ticket sales numbers.

#### 7) Musical Budget

Budget will be presented at a future meeting. Seeking clarification on a few line items to clarify musical budget plans for this year.

What is the campus musical budget allotment? How much has been spent on thus far? Contract payments thus far – paid out of Theatre Dept budget (not booster): Costumes = 7100, Set rental deposit=6160, Flying=10,500. More details to come. Will have a professional coming in to help with sound for the shows. Will increase budget lines for tea party and dance camp with projections from last year. Last year booster paid the choreographer (Schneider), Set build manager (Maxwell), and Lighting designer.

Final budget will be presented for approval at the next meeting.

Next Musical Board Meeting: Tuesday, Dec 5, 6pm.

**\*Adjournment.**

Audra Anderson adjourned the meeting at 7:00pm.

Signed – *Anitra Frederick*; PHS Musical Board Secretary

Date of minutes editing and completion December 5, 2023.